

**CITY OF WHITEWATER
COMMON COUNCIL AGENDA**

Common Council Meeting

Tuesday, February 3, 2015 - 6:30 p.m.

City of Whitewater Municipal Building Community Room

312 W. Whitewater Street, Whitewater, Wisconsin

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE.

CONSENT AGENDA

CA-A	Approval of Council Minutes of 10/21/14 and 10/28/14.	Pg. 1
CA-B	Approval of Payment of Invoices Processed through 1/28/15.	Pg. 13
CA-C	Acknowledgment of Receipt and Filing of: * Irvin L. Young Memorial Library Board Minutes of 12/15/14.	Pg. 19
CA-D	Expedited Approval of the Following Items:	

STAFF REPORTS:

City Manager	Presentation of Award to UWW National Football Champions.	
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HEARING OF CITIZEN COMMENTS. No formal Common Council Action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however citizens are invited to speak to those specific issues at the time the Council discusses that particular item.

RESOLUTIONS:

R-1	Amendment No. 1 to 2015 Salary Resolution. (City Manager Request)	Pg. 26
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ORDINANCES – First Reading – None.

ORDINANCES – Second Reading

O-1	Adoption of amendment to “Complete Streets” ordinance. (City Attorney Request).	Pg. 32
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CONSIDERATIONS:

C-1	Action on request for transfer of “Class B” Beer and Liquor License to Ramon Rocha, 292 Wisconsin Street (license transfer from Wanda’s Waterfront to Ramon Rocha – American Legion Building). (City Clerk Request)	Pg. 35
C-2	Discussion and possible direction regarding George Street reconstruction and sidewalk installation. (Asst. City Manager Request).	Pg. 41
C-3	Recreation Accessibility’s presentation regarding their review of City Facilities and Parks. (Asst. City Manager Request).	Pg. 44
C-4	Discussion and possible direction regarding Landmarks Commission request to designate Downtown Armory, 146 W. North Street, as a local landmark. (City Manager Request).	Pg. 47
C-5	Action on request from Whitewater Arts Alliance for Cultural Arts Center rent reduction. (City Manager Request).	Pg. 54
C-6	Discussion regarding quotes for Police Squad Car, and authorization to purchase the same. (Police Chief Request).	Pg. 60
C-7	Councilmember Requests for Future Agenda Items.	
C-8	Adjournment.	

**Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk
at least 72 hours prior to the meeting.**

***Items denoted with asterisks will be approved on the Consent Agenda unless any council
member requests that it be removed for individual discussion.**

**ABSTRACT/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICAL ACTIONS OF THE
COMMON COUNCIL OF THE CITY OF WHITEWATER, WALWORTH AND JEFFERSON
COUNTIES, WISCONSIN**

October 21, 2014

The regular meeting of the Common Council was called to order by Council President Patrick Singer.
MEMBERS PRESENT: Phil Frawley, Stephanie Abbott, Jim Winship, Patrick Singer, Sarah Bregant, Ken
Kidd. MEMBERS ABSENT: Lynn Binnie. CITY ATTORNEY ABSENT

It was moved by Councilmember Bregant and seconded by Councilmember Abbott to approve the
Council Minutes of 9/16/14 and to acknowledge receipt and filing of the Irvin L. Young Memorial Library
Board Minutes of August 8, 2014, Parks and Recreation Board Minutes of September 9, 2014, the Report
of Manually-Issued Checks, Financial Reports for September, 2014 and approval of amending Chapter
12.24.040, Dangerous or Diseased Trees a Nuisance. AYES: Frawley, Abbott, Winship, Singer, Bregant,
Kidd. NOES: None. ABSENT: Binnie.

APPROVAL OF PAYMENT OF INVOICES. It was moved by Council Chairman Singer to approve payment
of city invoices in the total sum of \$82,555.89. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd.
NOES: None. ABSENT: Binnie.

STAFF REPORTS: City Manager Clapper spoke regarding parking summit update. He briefly spoke
about a meeting regarding parking with Consultant Graef & Associates. Neighborhood Services
Director/City Planner Chris Munz-Pritchard stated requested a special joint meeting between Plan
Commission and Council on December 2, 2014.

CITIZEN COMMENTS: None.

RESOLUTION REQUIRING FURTHER REVIEW OF ENBRIDGE PIPELINE EXPANSION NEAR WHITEWATER.

Councilmember Bregant requested to be put on agenda. Citizens expressed their concerns of the
dangers of pipeline expansion near Whitewater regarding health and safety. Steve Ralstead spoke on
behalf of Enbridge Pipeline. Ralstead stated that an environmental review of Line 61 project was done
and permit obtained. They want to sustain the integrity of the environment. Citizens expressed their
concerns about the toxic chemicals and spills. They would like the Resolution to be amended to include
that Enbridge Pipeline disclose a list of chemical compounds used, what health impacts exist if a spill
should occur and best practices for training first responders in case of a pipeline rupture.

Councilmember Winship suggested having an environmental impact statement done. Councilmember
Bregant moved to amend Resolution to state that the City of Whitewater requests from Enbridge to
disclose on an ongoing basis to the State a specific list of chemical compounds that flow through the
pipeline to enable City of Whitewater and its residents to better assess public health and welfare
concerns. Further, the City of Whitewater requests from Enbridge to identify any foreseeable
immediate and long term health impacts should a spill occur, as well as to provide best practices for

emergency personnel to safely respond in case of a pipeline rupture. AYES: Winship, Singer, Bregant, Kidd. ABSTAIN: Frawley NOES: Abbott. ABSENT: Binnie.

Resolution Requiring Further Review of Enbridge Pipeline Expansion near Whitewater, Wisconsin

WHEREAS, a responsibility of the Whitewater Common Council is to be a steward of public safety and the welfare of residents of the City of Whitewater, and

WHEREAS, Enbridge Energies maintains pipelines carrying tar sands oil from Superior, Wisconsin to Northern Illinois, with two lines running through western Walworth County and two lines running through eastern Rock County near the City of Whitewater, and

WHEREAS, a spill of tar sands oil along an Enbridge pipeline would cause potential harm to the surrounding community and the health of first responders, and

WHEREAS, tar sands oil is more dense than traditional oil and does not float, which would require potential dredging to clean up spills, and

WHEREAS, the proposed increase in capacity of Line 61 from roughly 400,000 barrels per day to 1.2 million barrels of oil per day would transport more oil than the proposed Keystone XL pipeline going from western Canada to the Gulf of Mexico, and

WHEREAS, Enbridge Energies has a record of approximately 800 pipeline-related incidents, one of which occurred in July of 2010, where Enbridge pipeline 6B ruptured near Marshall, Michigan, spilling 834,000 gallons of oil into the Kalamazoo River, requiring the most expensive onshore cleanup in U.S. history, and

WHEREAS, it is desirable to have further information, public input, and a full environmental impact statement prepared by the Wisconsin Department of Natural Resources before Enbridge continues the process of expanding the capacity of their pipelines.

NOW, THEREFORE, BE IT RESOLVED that the Whitewater Common Council urges the Wisconsin Department of Natural Resources to hold hearings in Walworth County on this ongoing expansion plan and prepare a full environmental impact statement on any proposed Enbridge pipeline expansions in order to ensure the safety of the environment, the safety of first responders in the event of a spill, and the public welfare of residents of the City of Whitewater and surrounding communities.

In addition, the City of Whitewater requests Enbridge to publicly disclose all contents, with a specific list of chemical compounds used, which may now or in the future flow through the pipeline to enable the city and its residents to better assess public health and welfare concerns. Further, the City of Whitewater requests Enbridge to identify foreseeable immediate and long-term health impacts should a spill occur as well as to provide a list of best practices for training

for emergency personnel to be prepared to safely and competently respond in the event of a pipeline rupture.

BE IT FURTHER RESOLVED that the City Clerk shall send a copy of this resolution to the Governor, the Secretary of the Department of Natural Resources, and state legislators representing the City of Whitewater.

Resolution introduced by Councilmember Bregant, who moved its adoption. Seconded by Councilmember Winship. AYES: Winship, Singer, Bregant, Kidd. NOES: Abbott. ABSTAIN: Frawley. ABSENT: Binnie. ADOPTED: October 21, 2014.

Cameron Clapper, City Manager

Michele Smith, City Clerk

**FIRST READING OF ORDINANCE AMENDING CHAPTER 19 REGARDING FLOOD PLAIN ZONING
ORDINANCE MAPS FOR JEFFERSON COUNTY.**

City Attorney McDonell stated that FEMA and the DNR every several years update flood insurance rate maps. The Council recently updated the City's entire ordinance and adopted the new flood insurance rate maps for Walworth County. At the time the official maps for Jefferson County had not been completed. FEMA and the DNR have since finalized the Jefferson County flood insurance rate maps. In order for our ordinance to be updated we have to adopt the flood insurance rate maps that assist parties obtaining flood insurance in the city. The ordinance simply amends the provisions of the flood plain regulation ordinance to update the flood insurance rate maps for Jefferson County. Councilmember Bregant moved to approve amending Chapter 19 regarding flood plain zoning ordinance maps for Jefferson County and was seconded by Councilmember Abbott. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie.

**AN ORDINANCE AMENDING CHAPTER 19 REGARDING
FLOOD PLAIN ZONING ORDINANCE MAPS FOR
JEFFERSON COUNTY**

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1: Whitewater Municipal code Chapter 19.46 (Flood Plain Regulations) Section 19.46.010 1.5(2) (aa) is hereby amended to read as follows:

(aa) **OFFICIAL MAPS FOR JEFFERSON COUNTY:**

1. Flood Insurance Rate Maps (FIRM), panel numbers 55055C0432F, 55055C0434F, 55055C0451F, 55055C0452F, 55055C0453F, 55055C0545F.

The above listed panels have an effective date of February 4, 2015, and a suffix of F.

Approved by: the DNR and FEMA

SECTION 2: This ordinance shall take effect upon passage and publication as provided by law.

Ordinance introduced by Councilmember Bregant, who moved its adoption. Seconded by Councilmember Abbott. AYES: Frawley, Winship, Abbott, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie. ADOPTED: October 21, 2014.

Cameron Clapper, City Manager

Michele Smith, City Clerk

FIRST READING OF ORDINANCE IMPOSING THE R-2A RESIDENTIAL OCCUPANCY OVERLAY DISTRICT ZONING CLASSIFICATION FOR CERTAIN PROPERTY IN THE CITY OF WHITEWATER (280 S. JANESVILLE STREET, TAX PARCEL NO. /CL 00059 – CAMERY MANAGEMENT LLC – MIKE KACHEL)

Neighborhood Services Director/City Planner Chris Munz-Pritchard stated that this ordinance pertains to up to five non-related persons in a residence per Section 19.19. It was moved by Councilmember Winship and seconded by Councilmember Bregant to approve ordinance imposing the R-2A residential occupancy overlay district zoning classification for the property located at 280 S. Janesville Street in the City of Whitewater. AYES: Frawley, Winship, Singer, Bregant, Kidd. ABSTAIN: Abbott. ABSENT: Binnie.

**AN ORDINANCE IMPOSING THE R-2A
RESIDENTIAL OCCUPANCY OVERLAY DISTRICT
ZONING CLASSIFICATION FOR CERTAIN PROPERTY
IN THE CITY OF WHITEWATER**

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, do, pursuant to Municipal Code Section 19.69, hereby impose the R-2A Residential Occupancy Overlay District Zoning classification (19.19) on the below property:

Section 1: The R-2A Residential Occupancy Overlay District Zoning classification is hereby imposed upon:

Address

Tax ID#

280 S. Janesville Street

/CL 00059 (Camery Management, LLC – Mike Kachel)

Section 2: The official zoning map of the City of Whitewater is hereby amended to show the above action.

Section 3: This ordinance shall take effect upon passage and publication as provided by law.

Ordinance introduced by Councilmember Winship, who moved its adoption. Seconded by Councilmember Bregant. AYES: Frawley, Winship, Singer, Bregant, Kidd. ABSTAIN: Abbott. ABSENT: Binnie. FIRST READING APPROVED: October 21, 2014.

Cameron Clapper, City Manager

Michele Smith, City Clerk

FIRST READING OF ORDINANCE IMPOSING THE R-2A RESIDENTIAL OCCUPANCY OVERLAY DISTRICT ZONING CLASSIFICATION FOR CERTAIN PROPERTY IN THE CITY OF WHITEWATER (731 W. PECK STREET,/CL 00078 – FIVE REDS MANAGEMENT, INC. – MIKE KACHEL).

Neighborhood Services Director/City Planner Chris Munz-Pritchard stated that this ordinance pertains to up to five non-related persons in a residence. Councilmember Bregant moved to approve and Councilmember Winship seconded it. AYES: Frawley, Winship, Singer, Bregant, Kidd. ABSTAIN: Abbott. ABSENT: Binnie.

**AN ORDINANCE IMPOSING THE R-2A
RESIDENTIAL OCCUPANCY OVERLAY DISTRICT
ZONING CLASSIFICATION FOR CERTAIN PROPERTY
IN THE CITY OF WHITEWATER**

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, do, pursuant to Municipal Code Section 19.69, hereby impose the R-2A Residential Occupancy Overlay District Zoning classification (19.19) on the below property:

Section 1: The R-2A Residential Occupancy Overlay District Zoning classification is hereby imposed upon:

Address

Tax ID#

731 W. Peck Street /CL 00078 (Five Reds Management, LLC – Mike Kachel)

Section 2: The official zoning map of the City of Whitewater is hereby amended to show the above action.

Section 3: This ordinance shall take effect upon passage and publication as provided by law.

Ordinance introduced by Councilmember Bregant, who moved its adoption. Seconded by Councilmember Winship. AYES: Frawley, Winship, Singer, Bregant, Kidd. ABSTAIN: Abbott. ABSENT: Binnie. FIRST READING APPROVED: October 21, 2014.

Cameron Clapper, City Manager

Michele Smith, City Clerk

**SECOND READING OF ORDINANCE AMENDING CHAPTER 12.24.040, DANGEROUS OR DISEASED TREES
A NUISANCE.**

AN ORDINANCE AMENDING SECTION 12.24.040
DANGEROUS OR DISEASED TREES A NUISANCE

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

Section 1: Whitewater Municipal Code Chapter 12.24, Section 12.24.040, is hereby amended to read as follows:

12.24.040 Dangerous or diseased trees a nuisance.

- (a) Any tree or shrub growing in a public street, alley or any public place, or in private property, as determined by the City Forester, which is endangering or which in any way may endanger any person or property not owned by the tree or shrub owner, or the security or usefulness of any public street, sewer, street light, or sidewalk, or which is diseased and may spread said disease to other trees, is a public nuisance, and the City may require the property owner to remove, trim, or spray such tree on private property. Failure of the property owner to remove, trim or spray such tree on private property after thirty days written notice by mail has been given by the City is in violation of this chapter.
- (b) Every seven days after said thirty days have elapsed that the property owner continues to fail to remove, trim, or spray such tree(s) on private property is a new violation.
- (c) Certificate of Compliance Required. Any property owner ordered hereunder to remove, trim, or spray a tree on private property shall file a certificate of compliance with the City Forester within seven days after such ordered removal, trimming or spraying has been completed. The certificate of compliance shall be on forms provided by the City Forester. Failure of the property owner to file the certificate within the prescribed time is a violation of this chapter.
- (d) If a property owner fails to comply with orders under this chapter within 30 days, the City may, in addition to issuing citations or other remedies available to it, do the work necessary to remedy the violations and charge the cost of said work to the property owner as a special charge and said charges shall become a special tax and lien against said premises and, if not paid, shall be inserted by the City Clerk in the next ensuing tax roll as a special tax against the premises and in addition, at the discretion of the City Manager, the costs may be collected by suit against the owner or occupant of the premises.
- (e) This subsection shall not create a duty for the City of Whitewater to inspect for dangerous trees or shrubs, or create a duty for the City of Whitewater to discover dangerous or diseased trees and shrubs and shall not be construed to hold the City of

Whitewater or any of its officers, employees or agents, liable for any injuries or damages any party suffers related to dangerous or diseased trees or shrubs.

- (f) Appeals. Appeals from orders made hereunder may be made by filing written notice thereof with the City Clerk within five days after such order is received, stating in substance that appeal is being made from such order to the City Council. The Clerk shall thereupon call such appeal to the attention of the City Council at the next regular or special meeting, at which meeting the appellant and the City Forester may present evidence. Action taken by the City Council after such hearing shall be conclusive.

Ordinance introduced by Councilmember Bregant, who moved its adoption. It was seconded by Councilmember Abbott. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie. ADOPTED: October 21, 2014.

Cameron Clapper, City Manager

Michele Smith, City Clerk

TYLER SAILSBERY REQUEST FOR EXTENSION OF TIME REQUIRED BY GRANTED, BUT NOT ISSUED, "CLASS B" BEER AND LIQUOR LICENSE, TO OPEN THE CASUAL JOE'S RESTAURANT ON JAMES STREET.

Tyler Sailsbery previously obtained approval for a liquor license for his planned restaurant business at 319 James Street. The approval had a stipulation that the business needed to be operational by September 1, 2014. Sailsbery requested that an extension be granted. He indicated that the reason for the delay centered on the fact that he has taken on management of the Whitewater Country Club in addition to his Black Sheep Restaurant. Lengthy discussion ensued. Sailsbery requested that an extension be granted to first part of May, 2015. It was moved by Council Chairman Singer and seconded by Councilmember Winship to allow Sailsbery an extension to May 8, 2015. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie.

BAXTER AND WOODMAN PRESENTATION RELATING TO COLLECTION SYSTEM FOR CITY SANITARY

SEWER. Gary Vogel and Jim Kleinschmidt from Baxter and Woodman spoke about the purpose of the overall study done on City of Whitewater collection system, overview of collection system, system priorities, infiltration/inflow, using GIS in collection system, collection system prioritization, ordinance review and planning strategies.

COMPLETE STREETS ORDINANCE. Parks and Recreation Director Matt Amundson spoke a about the complete streets ordinance and making the streets more bicycle and pedestrian friendly. A suggestion of Councilmember Kidd stated it makes sense for the City to move towards making the streets more conducive to bicycles, pedestrians and non-motorized vehicles. Councilmember Bregant is concerned about the cost of investment that would be involved in introducing such a policy. City Manager Clapper stated that there is an advantage of having such a policy, one being it will establish a minimum expectation for what we put on streets. Councilmember Winship stated that it would be a good idea to get information from other communities that have done this.

STRAND TASK ORDER FOR BLOOMINGFIELD ACRES AND E. CLAY STREET DETENTION BASINS.

Assistant City Manager Mc Donell stated that one basin will be located southeast of Bloomingfield Acres and Tratt Street and the other basin will be located southeast of East Clay Street and Dann Street. McDonell stated that the goal of these basins is to reduce pollutants and suspended solids in the water. McDonell advised that the City of Whitewater has received a 50% grant from the DNR. The total cost of the project will cost \$204,000 with the DNR paying \$102,000 of the total cost. Strand Associates has provided staff with Task Order No. 14-03 specifying that Strand Associates will be compensated on an hourly rate basis plus expenses at a not-to-exceed fee of \$38,000. It was moved by Councilmember Bregant and seconded by Councilmember Abbott to approve Task Order No. 14-03 with Strand Associates not to exceed \$38,000. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie.

At this time, Council took a five minute break.

BUDGET 2015 PRESENTATION. City Manager Clapper presented a portion of the 2015 Budget including General Fund (Revenues), Debt Service (Revenues and Expenses), General Fund (Transfer), General Administration, Capital Improvement Plan Review, Public Works and Park and Recreation. Clapper stated that he will be discussing what is new and what is different as a whole. Clapper stated that the proposed 2015 budget is balanced at \$9,472,401. Clapper stated the increase from last year is \$94,360 in terms of general fund and 1.01% in terms of a tax levy.

REVENUE SOURCES – Clapper stated that regarding Intergovernmental–Shared Revenue (Utility) the budget is down \$4,898, Transportation Aids is increased by \$27,542. Clapper stated that the City is looking at cost sharing of our communication center; and anticipates one third of cost will be paid in 2015 by the Campus. Clapper stated that Dispatch Payments is increased by \$169,553 and Municipal Services Payments is increased by \$5,905.

PROPERTY TAXES. Clapper stated Levy Growth is increased by \$26,066 and Debt Service is increased by \$28,222. Clapper noted that there will be a \$50,000 reduction from fines and forfeitures due to ordinance violations.

TRANSFERS AND DEBT SERVICES. Clapper stated that \$2,711,189 is budgeted for Total Debt Service and \$2,139,429 of that is Total Paid From Other Sources. Clapper stated that \$571,760 is budgeted for Total Paid From Taxes and \$28,222 is budgeted for anticipated levy increase. Clapper stated that \$123,167 is budgeted for Capital Improvement Plan (CIP) Fund, \$353,070 is budgeted for Solid Waste Recycling and \$65,000 is budgeted for replacement of two vehicles for Police Vehicle Revolving Fund.

GENERAL ADMINISTRATION. Clapper informed that \$165,933 is budgeted for Wages and Salaries which is an increase of \$3,369 from 2014 and \$23,740 is budgeted for Operating Supplies which is an increase of \$19,000 from 2014. Clapper stated that \$19,572 is budgeted for the increase in pay for the three quarter time Human Resource Coordinator position which is proposed to replace the Management Analyst position. Clapper stated that there is a need for someone with more Human Resource experience and who has the skill set to handle employee problems. Clapper stated that \$10,960 will be taken out of general fund and the other portion will be carried by utilities. Clapper further stated that under Legislative Support, Professional Consulting Services, \$15,000 is budgeted which is an increase of \$3,369 from 2014. Clapper stated that \$5,000 will be for strategic planning and \$10,000 will be for consulting services. Clapper stated that Downtown Whitewater, Inc. is asking for \$37,500 which is an increase of \$17,500 from 2014. Downtown Whitewater, Inc. will do a presentation at the 10/28/2014

Common Council meeting. Clapper stated that \$15,543 is budgeted for Janesville-Milton-Whitewater Bus Service which is an increase of \$3,543 from 2014. Clapper stated that the Director and Assistant Director of the Janesville-Milton-Whitewater Bus Service will give a presentation at the November 6, 2014 Common Council meeting. Clapper stated regarding the 2015 Contributions, City of Whitewater would contribute \$15,543 out of the Legislative Support fund, UW-Whitewater would contribute \$15,543, Generac Power Systems will contribute \$15,543, the City of Milton will contribute \$30,112 and the City of Janesville will contribute \$200,000. Clapper stated that a total of \$181,000 would be placed in Contingencies of which \$94,000 (1% of City of Whitewater's budget) is put in based on the City's policy \$87,000 for potential compensation from wage and classification study.

CAPITAL IMPROVEMENT PLAN (CIP) – Assistant City Manager McDonell discussed update on Capital Improvement Plan (CIP). McDonell informed that the rollovers from 2014 include ProPhoenix Record Management System, Solacom on software, James Street detention basin and Whitewater Creek restoration. McDonell informed that additional projects include carbon monoxide poison sensors, ADA accessible routes at Starin Park, N. Franklin Street resurfacing (Main St. to Starin Rd.), and Melrose Street/Pleasant Street storm water improvements. McDonell stated that excluded from 2015 CIP is Center Street reconstruction (2016) because of debt capacity and staff time, Franklin Street/Ann Street reconstruction because scope is still being determined. Additional item added to safety document is PASER Ratings/Map which is a 1-10 rating system for road payment condition. It is commonly used by cities for visual inspection, which can be assessed quickly.

PUBLIC WORKS – There is an increase of \$48,000 in Street Maintenance, Street Cleaning/Snow and Ice, and Street Lights due to new hire being paid at a higher scale due to experience and change in health benefits. Clapper also noted that the cost of sand and salt going up and there is an increase in cost of street lights electricity. Council Chairman Singer confirmed that it's the overhead lights and not actual traffic control lights and asked if City is using LED lights. Streets, Parks and Forestry Superintendant Chuck Nass stated that every new project City is taking on, LED lights are being used.

PARKS AND RECREATION – Clapper stated that there are significant changes with recreation programs and recreation administration due to proposed increase in hours to full time for existing vacant position. Parks and Recreation Director Matt Amundson discussed the relocation of some hanging baskets from Main Street to Center Street with no change in cost. Amundson further discussed proposed position change replacing Sports Coordinator. Projected increase in costs for position going from half time Sports Coordinator to full time Recreation Program Coordinator position is roughly \$29,000. There is a need for full time position due to increase in after school programs. Amundson explained that with the creation of the special revenue fund along with additional revenue from programs, they will be transferring that money back to the general fund to cover the increase in pay. Amundson also brought up about a possible new fund being opened specially for Treyton's Field of Dreams to cover operating costs rather than being funded by general fund.

COUNCILMEMBER REQUESTS FOR FUTURE AGENDA ITEMS. None

ADJOURNMENT. It was moved by Council Chairman Singer and seconded by Councilmember Abbott to adjourn the meeting. Motion carried by unanimous voice vote.

Respectfully submitted,

Michele R. Smith, Clerk

**ABSTRACT/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICAL ACTIONS OF THE
COMMON COUNCIL OF THE CITY OF WHITEWATER, WALWORTH AND JEFFERSON
COUNTIES, WISCONSIN**

October 28, 2014

The regular meeting of the Common Council was called to order by Council President Patrick Singer. MEMBERS PRESENT: Phil Frawley, Stephanie Abbott, Jim Winship, Lynn Binnie, Patrick Singer, Sarah Bregant, Ken Kidd. MEMBERS ABSENT: None. LEGAL COUNSEL NOT PRESENT.

TASK ORDER WITH STRAND ASSOCIATES FOR PLEASANT STREET STORM SEWER. It was moved by Councilmember Abbot and seconded by Councilmember Bregant to approve task order with Strand Associates for Pleasant Street Storm Sewer Project. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None.

INSTALLATION OF PLANTING BEDS AND SINGLE TREE PLANTING AREAS IN DOWNTOWN AREA.

Streets, Parks and Forestry Superintendant Chuck Nass advised that the installation of planting beds and single tree planting areas have been discussed with the Downtown Whitewater Board. The plantings of beds and single tree plantings will make downtown Whitewater look nicer. Nass advised that the installation of planting beds and single tree planting areas have been presented to the Urban Forestry Commission, the Downtown Whitewater Board and the Parks and Recreation Board with the approval of each committee being unanimous. It was moved by Councilmember Binnie and seconded by Councilmember Winship to approve installation of planting beds and single tree planting areas in downtown. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None.

2015 BUDGET PRESENTATIONS/DISCUSSIONS/RECOMMENDATIONS: Downtown Whitewater, Inc. representatives presented an overview of their shared goals with the City of Whitewater to provide an attractive, accessible, and safe downtown and thriving business sector that supports and sustains the community. They are asking for a sustainable level of support in the amount of \$37,500 that will let them increase the City's business recruitment efforts.

City Manager Clapper then presented the proposed 2015 Budget. Clapper stated that regarding the \$26,066 increase in general fund, there will not be a huge increase in taxes. The taxes will only go up a few cents for Walworth County and Jefferson County. With the \$26,066 increase, there will be an increase in the fund balance and there will be added financial security.

LIBRARY SPECIAL FUND -- Funding is reduced primarily because County funding will be reduced by \$29,708 in 2015. The Library Funding will be as follows: Library Books - \$24,300, Audio/Visual - \$3,000, and program supplies - \$3,000. There will be an additional cost of \$6,840 for an additional seasonal employee. In reference to Information technology, there will be a cost of \$8,000 for the purchase of an email archive and additional network storage.

POLICE -- Clapper advised that there will be a \$50,000 reduction based on the Communications Supervisor position being recognized under Communications/Dispatch category instead of

Administration. \$18,452 is budgeted for two patrol vacancies and anticipated health insurance rates, \$429,729 for investigation, \$50,000 for Communications Supervisor position and \$9,000 for UPS batteries.

UTILITIES -- \$23,733 is budgeted for a change in the Finance Director benefits, a Public Works administrative position and Human Resource coordinator position which will be evenly distributed throughout all utilities departments. For water utilities, \$8,000 is budgeted for miscellaneous general tax, \$10,000 for general plant maintenance, \$311,748 for capital improvement projects and \$43,087 for debt service. For wastewater utilities, the budget will need to be modified from 10% to approximately 30.5%. Staff will present rate study results for Council approval once completed in early 2015. For storm water utilities, there is an 11% increase in revenues which relates directly to debt service for planned improvements and \$663,090 is budgeted for expenditures for any improvements.

FINANCE -- \$6,895 is budgeted for financial administration due to additional health insurance enrollment for 2015 and \$29,643 is budgeted for insurance/risk management for changes in state property insurance moving to experienced based model. The deductible was raised from \$2,500 to \$5,000.

SPECIAL REVENUES/SINKING FUNDS -- \$375 in interest earnings for 27th Payroll Fund, \$7,835 anticipated revenue for parking permits fund, \$50,170 is budgeted for fire/rescue equipment fund for equipment, \$3,250 is budgeted for DPW equipment revolving fund for purchase of a mower and a 1 ton truck, \$2,160 is budgeted for building repair fund for repairs, \$1,000 is budgeted for Parkland acquisition fund, \$9,000 is budgeted for Parkland development fund, \$62,250 is budgeted for sick leave severance fund, \$80,250 is budgeted for street repair for capital improvements, \$340,333 is budgeted for capital projects-utility shared revenue fund and \$940 is budgeted for Birge fountain restoration fund.

ADJOURNMENT. It was moved by Councilmember Frawley and seconded by Councilmember Bregant to adjourn the meeting. Motion carried by unanimous voice vote.

Respectfully submitted,

Michele R. Smith, Clerk

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

[Report].Invoice Date = 02/04/2015

[Report].Invoice Date = {OR} {IS NULL}

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
ACCURATE APPRAISAL LLC						
4952	ACCURATE APPRAISAL LLC	JANUARY 201	GEN ADMN/ASSESSOR SVC	02/04/2015	3,550.00	100-51400-219
Total ACCURATE APPRAISAL LLC:					3,550.00	
ALL PEST CONTROL						
4613	ALL PEST CONTROL	2014-2124	COMMUNITY BLDG PEST CONT	02/04/2015	120.00	100-51600-355
Total ALL PEST CONTROL:					120.00	
AMERICAN MILLWORK & HARDWARE INC						
1841	AMERICAN MILLWORK & HARD	0020370-IN	STREET/BLUE ICE MELTER	02/04/2015	7,016.30	100-53320-460
Total AMERICAN MILLWORK & HARDWARE INC:					7,016.30	
ANICH LUMBER & HARDWAR CO, AJ						
1601	ANICH LUMBER & HARDWAR C	18003	STREET/REPAIR PARTS	02/04/2015	126.67	100-53300-354
1601	ANICH LUMBER & HARDWAR C	18288	STREET/REPAIR PARTS	02/04/2015	294.22	100-53300-354
1601	ANICH LUMBER & HARDWAR C	18547	WASTEWATER/OPERATING MA	02/04/2015	28.28	620-62860-357
1601	ANICH LUMBER & HARDWAR C	20002	WASTEWATER/RBC BEAMS	02/04/2015	68.90	620-62860-357
1601	ANICH LUMBER & HARDWAR C	25852	STREET/BARRICADES	02/04/2015	371.30	100-53300-354
Total ANICH LUMBER & HARDWAR CO, AJ:					889.37	
AYRES ASSOCIATES INC						
4947	AYRES ASSOCIATES INC	156585	STREET/TRIPP DAM 2014 INSP	02/04/2015	1,000.00	100-53300-821
Total AYRES ASSOCIATES INC:					1,000.00	
BALL, RICHARD						
1033	BALL, RICHARD	34886	INNOVATION CTR/MATS	02/04/2015	80.80	920-56500-340
1033	BALL, RICHARD	34907	STREET/MATS & TOWELS	02/04/2015	111.20	100-53230-340
1033	BALL, RICHARD	35142	STREET/MATS & TOWELS	02/04/2015	108.05	100-53230-340
Total BALL, RICHARD:					300.05	
BJ ELECTRIC SUPPLY INC						
5367	BJ ELECTRIC SUPPLY INC	S2503862.001	INNOVATION CTR/BULBS	02/04/2015	202.58	920-56500-340
Total BJ ELECTRIC SUPPLY INC:					202.58	
BURNS INDUSTRIAL SUPPLY						
28	BURNS INDUSTRIAL SUPPLY	551505	STREET/SNOWPLOW REPAIR P	02/04/2015	32.94	100-53320-353
28	BURNS INDUSTRIAL SUPPLY	552358	STREET/BELT	02/04/2015	112.34	100-53320-353
Total BURNS INDUSTRIAL SUPPLY:					145.28	
DALEE WATER CONDITIONING						
208	DALEE WATER CONDITIONING	208-020415	WHITE BLDG/SALT	02/04/2015	131.40	100-51600-340

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total DALEE WATER CONDITIONING:					131.40	
DEPT OF SAFETY & PROFESSIONAL SVC						
7148	DEPT OF SAFETY & PROFESSI	364294	WHITE BLDG/ELEVATOR PERM	02/04/2015	50.00	100-51600-355
7148	DEPT OF SAFETY & PROFESSI	364606	ARMORY/ELEVATOR PERMIT	02/04/2015	50.00	100-51600-355
Total DEPT OF SAFETY & PROFESSIONAL SVC:					100.00	
DIGGERS HOTLINE INC						
636	DIGGERS HOTLINE INC	150139601 PP	STORMWATER/1ST PREPAYME	02/04/2015	134.44	630-63440-350
636	DIGGERS HOTLINE INC	150139601 PP	WATER/1ST PREPAYMENT	02/04/2015	134.43	610-61651-350
636	DIGGERS HOTLINE INC	150139601 PP	WASTEWATER/1ST PREPAYME	02/04/2015	134.43	620-62830-354
Total DIGGERS HOTLINE INC:					403.30	
DIVERSIFIED BENEFIT SVC INC						
4192	DIVERSIFIED BENEFIT SVC INC	195368	FINANCE/ONLINE ENROLLMEN	02/04/2015	165.00	100-51500-217
4192	DIVERSIFIED BENEFIT SVC INC	195762	FINANCE/JAN SVC	02/04/2015	455.08	100-51500-217
Total DIVERSIFIED BENEFIT SVC INC:					620.08	
DONOHUE & ASSOCIATES INC						
7077	DONOHUE & ASSOCIATES INC	12730-06	WASTEWATER/ENGINEERING I	02/04/2015	66,413.87	620-62820-219
Total DONOHUE & ASSOCIATES INC:					66,413.87	
DUNSMOOR DOORS INC						
74	DUNSMOOR DOORS INC	4877	GEN BLDG/FIRE DEPT DOOR R	02/04/2015	3,384.00	100-51600-355
Total DUNSMOOR DOORS INC:					3,384.00	
EAGLE MEDIA INC						
7442	EAGLE MEDIA INC	00029745	STREET/POLICE VEHICLE #25	02/04/2015	15.00	100-53230-354
Total EAGLE MEDIA INC:					15.00	
EGNOSKI, THOMAS						
5029	EGNOSKI, THOMAS	965	INNOVATION CTR/SNOW REMO	02/04/2015	350.00	920-56500-294
5029	EGNOSKI, THOMAS	966	INNOVATION CTR/SNOW REMO	02/04/2015	350.00	920-56500-294
Total EGNOSKI, THOMAS:					700.00	
FASTENAL COMPANY						
1255	FASTENAL COMPANY	WIWHT19938	STREET/VEHICLE REPAIR PAR	02/04/2015	8.81	100-53230-352
1255	FASTENAL COMPANY	WIWHT20000	STREET/VEHICLE REPAIR PAR	02/04/2015	7.06	100-53230-352
1255	FASTENAL COMPANY	WIWHT20220	STREET/VEHICLE REPAIR PAR	02/04/2015	39.45	100-53230-352
1255	FASTENAL COMPANY	WIWHT20221	STREET/VEHICLE REPAIR PAR	02/04/2015	11.55	100-53230-352
1255	FASTENAL COMPANY	WIWHT20293	STREET/VEHICLE REPAIR PAR	02/04/2015	5.59	100-53230-352
1255	FASTENAL COMPANY	WIWHT20322	STREET/VEHICLE REPAIR PAR	02/04/2015	14.09	100-53230-352
1255	FASTENAL COMPANY	WIWHT20337	STREET/VEHICLE REPAIR PAR	02/04/2015	9.06	100-53230-352
1255	FASTENAL COMPANY	WIWHT20371	STREET/VEHICLE REPAIR PAR	02/04/2015	56.43	100-53230-352
1255	FASTENAL COMPANY	WIWHT20399	STREET/VEHICLE REPAIR PAR	02/04/2015	35.02	100-53230-352
1255	FASTENAL COMPANY	WIWHT20479	STREET/VEHICLE REPAIR PAR	02/04/2015	7.74	100-53230-352
Total FASTENAL COMPANY:					194.80	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
FORT HEALTHCARE						
151	FORT HEALTHCARE	IVC002164	SENIORS/FIRST AID CARDS	02/04/2015	12.00	100-46733-55
Total FORT HEALTHCARE:					12.00	
GABBEY, ROBERT						
1945	GABBEY, ROBERT	FEBRUARY 20	FIRE/CELL PHONE REIMBURSE	02/04/2015	20.00	100-52200-225
Total GABBEY, ROBERT:					20.00	
GUS PIZZA PALACE LLC						
601	GUS PIZZA PALACE LLC	6114	CRASH CREW/PIZZA	02/04/2015	107.61	100-52210-340
Total GUS PIZZA PALACE LLC:					107.61	
HD SUPPLY WATERWORKS LTD						
2459	HD SUPPLY WATERWORKS LT	D256691	WATER/VALVE TURNING MACH	02/04/2015	11,820.00	610-61936-810
Total HD SUPPLY WATERWORKS LTD:					11,820.00	
JAECKEL BROS INC						
493	JAECKEL BROS INC	11797	WATER/BLUFF RD MAIN BREAK	02/04/2015	864.57	610-61651-350
493	JAECKEL BROS INC	12100	WATER/CLAY ST MAIN BREAK	02/04/2015	1,293.37	610-61651-350
493	JAECKEL BROS INC	12139	WATER/COURT ST MAIN BREA	02/04/2015	1,055.22	610-61651-350
Total JAECKEL BROS INC:					3,213.16	
JIM'S KEY SHOP LLC						
4833	JIM'S KEY SHOP LLC	3343	GEN BLDG/KEYS	02/04/2015	319.30	100-51600-355
4833	JIM'S KEY SHOP LLC	3358	GEN BLDG/KEYS	02/04/2015	91.44	100-51600-355
Total JIM'S KEY SHOP LLC:					410.74	
JOHN DEERE FINANCIAL						
6276	JOHN DEERE FINANCIAL	IC16793	PARKS/ROPE	02/04/2015	10.08	100-53270-242
6276	JOHN DEERE FINANCIAL	IC16805	PARKS/REPAIR SUPPLIES	02/04/2015	77.25	100-53270-242
6276	JOHN DEERE FINANCIAL	IC16814	STREET/REPAIR SUPPLIES	02/04/2015	69.90	100-53320-353
6276	JOHN DEERE FINANCIAL	IC16845	STREET/SNOW PLOW REPAIR	02/04/2015	7.20	100-53320-353
6276	JOHN DEERE FINANCIAL	IC16861	STREET/SNOW EQUIPMENT RE	02/04/2015	378.29	100-53320-353
6276	JOHN DEERE FINANCIAL	IC16875	STREET/SNOW EQUIPMENT RE	02/04/2015	7.19	100-53320-353
6276	JOHN DEERE FINANCIAL	IC16879	STREET/SNOW EQUIPMENT RE	02/04/2015	14.24	100-53320-353
6276	JOHN DEERE FINANCIAL	IC16932	STREET/SNOW EQUIPMENT RE	02/04/2015	42.58	100-53320-353
Total JOHN DEERE FINANCIAL:					606.73	
MADISON TRUCK EQUIPMENT INC						
1461	MADISON TRUCK EQUIPMENT I	12-67987	STREET/SANDER SEAL KIT	02/04/2015	39.29	100-53320-353
1461	MADISON TRUCK EQUIPMENT I	1-68630	STREET/SNOW EQUIPMENT RE	02/04/2015	1,840.07	100-53320-353
1461	MADISON TRUCK EQUIPMENT I	1-68631	STREET/SNOW EQUIPMENT RE	02/04/2015	79.78	100-53320-353
Total MADISON TRUCK EQUIPMENT INC:					1,959.14	
MENARD INC						
494	MENARD INC	90407	STORMWATER/REPAIR SUPPLI	02/04/2015	89.87	630-63440-350
Total MENARD INC:					89.87	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
MIDSTATE EQUIPMENT-JANESVILLE						
1470	MIDSTATE EQUIPMENT-JANES	188757	STREET/SNOW EQUIPMENT RE	02/04/2015	30.06	100-53320-353
Total MIDSTATE EQUIPMENT-JANESVILLE:					30.06	
MILPORT ENTERPRISES INC						
1408	MILPORT ENTERPRISES INC	211753	WATER/CHEMICALS	02/04/2015	1,523.00	610-61630-341
1408	MILPORT ENTERPRISES INC	212303	WATER/CHEMICALS	02/04/2015	443.00	610-61630-341
Total MILPORT ENTERPRISES INC:					1,966.00	
MULCAHY SHAW WATER INC						
6227	MULCAHY SHAW WATER INC	319196	WASTEWATER/ROTORS	02/04/2015	2,388.84	620-62850-357
Total MULCAHY SHAW WATER INC:					2,388.84	
NEENAH FOUNDRY CO						
326	NEENAH FOUNDRY CO	810691	STORMWATER/GRATE	02/04/2015	201.05	630-63440-350
Total NEENAH FOUNDRY CO:					201.05	
OFFICE DEPOT						
4146	OFFICE DEPOT	746188842001	FINANCE/CALENDARS	02/04/2015	8.99	100-51500-310
4146	OFFICE DEPOT	746595042001	FINANCE/PLANNERS	02/04/2015	6.16	100-51200-310
Total OFFICE DEPOT:					15.15	
PAT'S SERVICES INC						
732	PAT'S SERVICES INC	105219	GEN BLDG/TOILET RENTAL	02/04/2015	400.00	100-51600-340
Total PAT'S SERVICES INC:					400.00	
PONTEL GARAGE DOOR & ANTENNA						
1872	PONTEL GARAGE DOOR & ANT	6846	STREET/JACKSHAFT OPENER	02/04/2015	850.00	100-53230-340
1872	PONTEL GARAGE DOOR & ANT	6849	STREET/SPRINGS OVERHEAD	02/04/2015	100.00	100-53230-340
Total PONTEL GARAGE DOOR & ANTENNA:					950.00	
SAA DESIGN GROUP						
7392	SAA DESIGN GROUP	2578-2	BIKE PATH/PROFESSIONAL SV	02/04/2015	3,747.71	450-57500-888
Total SAA DESIGN GROUP:					3,747.71	
STRAND ASSOCIATES INC						
358	STRAND ASSOCIATES INC	0108986	STORMWATER/WHITEWATER	02/04/2015	183.09	630-63440-821
358	STRAND ASSOCIATES INC	0108987	E GATEWAY/DEC SVC	02/04/2015	3,341.57	450-57500-873
358	STRAND ASSOCIATES INC	0108988	STORMWATER/PLEASANT ST	02/04/2015	853.63	630-63440-820
358	STRAND ASSOCIATES INC	0109200	GEORGE ST/RECONSTRUCTIO	02/04/2015	7,665.97	450-57500-898
358	STRAND ASSOCIATES INC	0109201	STORMWATER/FRANKLIN & AN	02/04/2015	5,189.60	630-63440-845
358	STRAND ASSOCIATES INC	0109202	STORMWATER/BLOOMINGFIEL	02/04/2015	181.03	630-63440-850
358	STRAND ASSOCIATES INC	0109202	STORMWATER/E CLAY DETEN	02/04/2015	142.23	630-63440-855
358	STRAND ASSOCIATES INC	0109203	PLANNING/PMT MTG	02/04/2015	186.22	100-56300-219
358	STRAND ASSOCIATES INC	0109203	PLANNING/DLK 158 N TRATT S	02/04/2015	521.60	100-56300-219
358	STRAND ASSOCIATES INC	0109203	MILWAUKEE ST & ELKHORN R	02/04/2015	536.34	450-57500-880
358	STRAND ASSOCIATES INC	0109203	PLANNING/TID DISCUSSION	02/04/2015	186.22	100-56300-219
Total STRAND ASSOCIATES INC:					18,987.50	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
STRITZEL HEATING						
389	STRITZEL HEATING	11-30-14	WATER/PLANT FURNACE REPA	02/04/2015	374.00	610-61935-350
389	STRITZEL HEATING	12-5-14	WATER/PUMP HOUSE HEATER	02/04/2015	177.00	610-61935-350
Total STRITZEL HEATING:					551.00	
TRAFFIC & PARK CONTROL INC						
96	TRAFFIC & PARK CONTROL IN	1477373	STREET/MANHOLE RINGS	02/04/2015	2,411.83	100-53300-354
Total TRAFFIC & PARK CONTROL INC:					2,411.83	
TRI COUNTY COOLING & HEATING LLC						
5283	TRI COUNTY COOLING & HEATI	2062	ARMORY/GAS LEAK IN WATER	02/04/2015	68.00	100-51600-244
5283	TRI COUNTY COOLING & HEATI	2063	CITY HALL/PK BOILER REPAIR	02/04/2015	3,291.00	100-51600-244
Total TRI COUNTY COOLING & HEATING LLC:					3,359.00	
USA HYDRAULICS LLC						
7441	USA HYDRAULICS LLC	143313	RECYCLING/STREET SWEEPE	02/04/2015	747.96	630-63310-353
7441	USA HYDRAULICS LLC	143393	STORMWATER/MFG 2 PINS #2	02/04/2015	120.84	630-63310-353
Total USA HYDRAULICS LLC:					868.80	
UW WHITEWATER						
8	UW WHITEWATER	21538	GEN BLDG/JANITORIAL SUPPLI	02/04/2015	51.79	100-51600-340
8	UW WHITEWATER	21538	GEN BLDG/JANITORIAL SUPPLI	02/04/2015	87.95	100-51600-340
8	UW WHITEWATER	21538	GEN BLDG/JANITORIAL SUPPLI	02/04/2015	29.51	100-51600-340
8	UW WHITEWATER	21538	GEN BLDG/JANITORIAL SUPPLI	02/04/2015	109.23	100-51600-340
8	UW WHITEWATER	21538	PARKS/BULBS	02/04/2015	24.18	100-53270-245
8	UW WHITEWATER	21538	WASTEWATER/JANITORIAL SU	02/04/2015	71.61	620-62840-340
8	UW WHITEWATER	21732	INNOVATION CR/FLAGS	02/04/2015	28.36	920-56500-340
8	UW WHITEWATER	21732	GEN BLDG/BATTERIES	02/04/2015	12.98	100-51600-355
8	UW WHITEWATER	21732	INNOVATION CTR/JANITORIAL	02/04/2015	31.07	920-56500-340
8	UW WHITEWATER	21732	PARKS/BULBS	02/04/2015	193.97	100-53270-245
8	UW WHITEWATER	21732	PARKS/BULBS & BATTERIES	02/04/2015	97.81	100-53270-245
8	UW WHITEWATER	21732	GEN BLDG/JANITORIAL SUPPLI	02/04/2015	167.54	100-51600-340
Total UW WHITEWATER:					906.00	
WALTON & CO LTD, RR						
2701	WALTON & CO LTD, RR	1846	STREET/SALT SAND	02/04/2015	710.00	100-53320-460
Total WALTON & CO LTD, RR:					710.00	
WI CHIEFS OF POLICE ASSOC INC						
630	WI CHIEFS OF POLICE ASSOC I	SELF SCORE	POLICE ADMN/108 EXAMS	02/04/2015	1,626.00	100-52100-219
Total WI CHIEFS OF POLICE ASSOC INC:					1,626.00	
WI DEPT OF JUSTICE						
2105	WI DEPT OF JUSTICE	T18830	DISPATCH/1ST QUARTER 2015	02/04/2015	2,251.50	100-52600-295
Total WI DEPT OF JUSTICE:					2,251.50	
WINCHESTER TRUE VALUE HARDWARE INC						
24	WINCHESTER TRUE VALUE HA	24-020415	GEN BLDG/KEYS	02/04/2015	12.72	100-51600-355
24	WINCHESTER TRUE VALUE HA	24-020415	FIRE/HARDWARE	02/04/2015	6.92	100-52200-340
24	WINCHESTER TRUE VALUE HA	24-020415	PARKS/BLDG SUPPLIES	02/04/2015	250.65	100-53270-245

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
24	WINCHESTER TRUE VALUE HA	24-020415	LIBRARY BLDG/VACUUM & BAG	02/04/2015	109.48	100-55111-355
24	WINCHESTER TRUE VALUE HA	24-020415	LIBRARY BLDG/HARDWARE	02/04/2015	8.56	100-55111-355
24	WINCHESTER TRUE VALUE HA	24-020415	WATER/HEATER	02/04/2015	49.99	610-61650-350
24	WINCHESTER TRUE VALUE HA	24-020415	WATER/HARDWARE	02/04/2015	5.49	610-61653-350
24	WINCHESTER TRUE VALUE HA	24-020415	WATER/MAINTENANCE SUPPLI	02/04/2015	201.04	610-61935-350
24	WINCHESTER TRUE VALUE HA	24-020415	WASTEWATER/BATTERY	02/04/2015	8.99	620-62830-354
24	WINCHESTER TRUE VALUE HA	24-020415	WASTEWATER/KEY RING	02/04/2015	1.00	620-62830-355
24	WINCHESTER TRUE VALUE HA	24-020415	INNOVATION CTR/BLDG REPAI	02/04/2015	32.08	920-56500-250
Total WINCHESTER TRUE VALUE HARDWARE INC:					686.92	
Grand Totals:					145,482.64	

Dated: ____01/28/2015____

Finance Director: ____DOUG SAUBERT____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

[Report].Invoice Date = 02/04/2015

[Report].Invoice Date = {OR} {IS NULL}

1. Call to Order by Chairperson Hartwick at 6:30 pm
Present: Sharon Knight, Anne Hartwick, Richard Helmick, Danielle Hudson, Cory
Peppler, Jim Winship
Absent: Julie Caldwell
Staff Present: Stacey Lunsford, Diane Jaroach, Deana Rolfsmeyer
2. Presentation from StudioGC
 - a) Update from designers with latest schematic designs
 - b) Discussion ensued
3. Consent Agenda
 - a) Approval of minutes of the November 17, 2014 regular meeting*

MSC Winship/Helmick to approve as amended the November minutes (a) to
list all present members
Ayes: Knight, Hartwick, Helmick, Hudson, Peppler, Winship
Nayes: None
 - b) Acknowledgment of receipt of financial reports for October 2014*
 1. Helmick asked about summer expense materials

MSC Hudson/Knight to acknowledge receipt of financial reports
Ayes: Knight, Hartwick, Helmick, Hudson, Peppler, Winship
Nayes: None
 - c) Acknowledgment of receipt of financial report of special revenue fund receipts
for November 2014*

MSC Winship/Knight to acknowledge receipt of financial reports of...
Ayes: Knight, Hartwick, Helmick, Hudson, Peppler, Winship
Nayes: None
 - d) Approval of payment of invoices for November 2014*

MSC Hudson/Hartwick to approve payment of invoices
Ayes: Knight, Hartwick, Helmick, Hudson, Peppler, Winship
Nayes: None

4. Acknowledgment of receipt of statistical reports for November 2014
 - a) Lunsford says still unable to pull circulation stats from new system for print materials and computer logins

MSC Helmick/Peppler to acknowledge receipt of statistical reports for November 2014

Ayes: Knight, Hartwick, Helmick, Hudson, Peppler, Winship
Nayes: None

5. Acknowledgment of receipt of treasurer's reports for November 2014
 - a) Knight acknowledged that the words "not to exceed 10% of corpus" should have been removed from the Collection Development Trust description.

MSC Helmick/Hudson to acknowledge receipt of the treasurer's reports for November

Ayes: Knight, Hartwick, Helmick, Hudson, Peppler, Winship
Nayes: None

6. Hearing of Citizen Comments
 - a) No citizen comments made.

7. Old Business
 - a) Library Building Expansion Project ~ Discussion
 1. Rotary is interested in a fund-raising effort and expressed interest in the library
 - b) Council and Community Communications ~ Discussion
 1. Budget was approved
 2. Won't have opportunity to speak to Council until January meeting
 3. Discussion about Winship's vacancy and how that affects the Library Board
 - c) Unique Management Services and Wisconsin State Law ~ Action
 1. Recommendation from Wally McDonell to not use a collection agency, citing disclosure statutes
 - d) Library Director Evaluation Process ~ Discussion
 1. Hartwick distributed Library Director Evaluation forms to members, and gave instructions for Board members
 2. Evaluations are due on Dec 22, 2014, returned to Library front desk

8. New Business
 - a) Jefferson County Library Services Contract for FY2015 ~ Action

MSC Helmick/Winship to approve the renewal of (above)
Ayes: Knight, Hartwick, Helmick, Hudson, Peppler, Winship

Nayes: None

- b) Lakeshores Library System Services Contract for FY2015 ~ Action

MSC Knight/Hudson to approve as approval the renewal of (above)

Ayes: Knight, Hartwick, Helmick, Hudson, Peppler, Winship

Nayes: None

- c) Disposition of monies held in trust by the Library Board ~ Action

1. Lundsford gave history of the Collection Development Trust, transition from “slush” fund to legitimate trusts/fund.
2. Suggestion is to move funds from trusts into building fund
3. Knight: concern with relying too much on this money and therefore lessening the responsibility from the City

MSC Winship/Helmick to approve as transfer all proceeds from in Collection Development, Staff Development, and Technology Trusts, as CDs mature, into Building Fund

Ayes: Knight, Hartwick, Helmick, Hudson, Peppler, Winship

Nayes: None

- d) Review of Trustees Essentials Chapter 8 ~ Discussion

1. Postponed until January 2015

- e) Adjournment into Closed Session **TO RECONVENE** per Wisconsin State Statute 19.85(1) (c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.”

1. Item to be discussed:

Review of open Technical Services Specialist position

MSC Winship/Harwick to adjourn into closed session. Library staff present remains in closed session with board permission. Roll call vote:

Knight, aye

Hartwick, aye

Helmick, aye

Hudson, aye

Peppler, aye

Winship, aye

Meeting was closed to the public at 8:24 pm

- f) Meeting was re-opened to the public at 8:31 pm

g) Approval of proposed staffing changes ~ Action

Proposed:

1. We will not fill the position left vacant by Sherry Pontel's retirement.
2. We will make Susan Willmann and SusanKay Johnson full-time with 40 hours per week. They will remain as non-exempt employees but will receive full benefits. They will use those additional hours to absorb the work that Sherry Pontel was doing as a cataloger.
3. We will give four additional hours each to Suzanne Haselow, the Homebound Coordinator, and Shirley Hapka, the Volunteer Coordinator. They are both in the job classification of Outreach Services Specialist.
4. We will save \$12,767 in the budget which can be reallocated to another line item or items.

MSC Helmick/Hartwick to approve the proposed staffing changes as presented in closed session.

Knight, aye

Hartwick, aye

Helmick, aye

Hudson, aye

Peppler, aye

Winship, aye

9. Director's Report

- a) The transition to TRIO has been a bit bumpy with more problems surfacing as time goes on. There still is no good way to get statistical data from the system but that won't become critical until January when the state annual report preparations start and I am going to assume that we will have many of these issues ironed out by then. We also do not have any data from computer usage because we have not been given our VPN (virtual private network) tunnel into the system office as we have different Internet service providers. As we are the only library with this issue, they are naturally focused on problems that affect all the libraries first. The same is true of MobileCirc. Since so few libraries use it, it is not on their priority list to address. I will have more to report after the Directors Council meeting on Thursday, December 11.
- b) I spoke with the UW-Whitewater liaison, Kim Clarksen, for Make a Difference Day, which is scheduled for Friday, April 24. We decided that our tentative plan is to have bags for a "Knock and Drop" around town, outlining new services that the public should be aware of, such as 1000 Books Before Kindergarten, the Makerspace, and the Seed Exchange Library. I will clear this with Cameron but

Kim thinks it is a great idea that will benefit the entire community and be most inclusive for all students who wish to participate.

10. Adult Services Report

- a) I had the opportunity to speak at the Bassett House on November 19th about the library's Maker Space. I made everyone in attendance a card created with the Cricut machine. The group was very interested in the Maker Space and several had already had a tour of the space and one had even used some of the equipment.
- b) There were 28 people in attendance for our second annual International Gaming Day event. We did a life sized Pac Man game that was very popular. We had a variety of ages at the event and several people asked if we could offer a Saturday gaming event more often than once a year.
- c) We made Gratitude Journals at our monthly Maker Monday class using the Rubicoil machine a staff member lent us. Participants created a journal from the bottom up. They chose the size they wanted to make, the type of foundation material to be used, the paper to cover the foundation pieces, and the type of paper the interior of the journal was to be made of. After they assembled the journal they were free to decorate it to their liking. There were 18 in attendance for this class.
- d) Six people attended our first annual NANOWRIMO (National Novel Writing Month) workshop. Those in attendance have taken the event one step further and have now created a writing group that will be meeting at the library one to two times a month. Next year we hope to offer more classes and workshops for this annual event.
- e) Our 3-D printer in the Maker Space is up and running. We will be offering workshops in 2015. We have also now received all of the items for the Mobile Maker Space and will begin utilizing the equipment and materials to create classes and workshops in 2015.
- f) A Big Shot machine has recently been purchased for the Maker Space. It is a manual die cutting machine similar to the industrial Ellison die cutting machine the library has been using for years to create letters. Several people were intimidated by the computerized Cricut die cutting machine, so we used some of the funds raised by the Friends of the Library for the Maker Space, to purchase the Big Shot. We will be using the Big Shot at the December Maker Monday.
- g) We completed interviews for the new Customer Service Representative position and have hired Abbey McCallum for the position. She has previously worked at the Horicon Public Library for four years and is a freshman at UW-Whitewater.

11. Youth Educational Services Report

a) Early Literacy Classes

Numbers have been steady but monthly totals were affected by our brief closure for the trio migration and the Thanksgiving break. I have received many responses to the survey that was sent out and I am using that feedback to plan the classes for the spring session. Registration for the spring session began on December 8th.

b) 1000 Books Before Kindergarten

Heather has almost completed the graphics and I am hoping to have our brochures and flyers within the next few weeks. The community literacy group Whitewater Leads created early literacy postcards that were placed in the giveaway bags at the Optimist Club's Santa Breakfast on Saturday December 6th along with a booklist of age appropriate titles. These postcards have also been handed out at the early literacy classes and will be passed out to the 4K and early childhood classes in town.

c) LEGO Engineering Workshop

Numbers for our LEGO workshop remain steady. In November the participants made various creations including a prison, jungle gym, and island of doom.

d) Frozen Sing-A-Long

On Monday, December 8th we will be showing the sing-a-long version of Frozen. We set up a photo booth that included a snowy backdrop and stand-ups of some of the characters and children were encouraged to take their picture. One of my colleagues made snow wands to hand out at the program for the kids to wave while they are singing and for them to have something to take home from the program.

e) Kiwanis

On Tuesday, December 2nd I spoke at the Kiwanis breakfast meeting. Last year the Kiwanis donated \$400 for picture books that their speakers sign. The books are then given back to the library for circulation. These books are located on the top of the New Books bookshelf. They have donated another \$400 for 2015.

f) Collection Management

This week I will finish relocating the new YA books to the front end of the first shelf within that section. That area will then be marked with clear signage so that the new arrivals are easier to locate. In addition, we have been weeding in several places including the space-saver and the paperback spinners.

12. Board member reports

- a) Hartwick presented the letter from the MWFLS in response to the Board's letter of concern (pdf attached)
- b) Winship:
 - 1. Regarding the Whitewater Leads, upcoming community book drive in January for new and gently used children's books
 - 2. Indoor "Little Libraries" in workplaces
- c) Knight: Evaluation committee will meet on January 8, 2015 at 6:00 pm in the library

13. Board member requests for future agenda items

- a) Moving discussion on Chapter 8 to January's meeting
- b) Review our Board goals for 2014 and revise goals for 2015
- c) Will need a closed session in January in preparation for library director evaluation that will happen in February

14. Confirmation of next meeting on January 19, 6:30 pm

15. Adjournment by Chairperson Hartwick at 8:46 pm

Respectfully submitted,
Cory Pepler
Secretary/School District Representative



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **02/03/15**

ITEM: **2015 Salary Resolution Amendment #1**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED:

Staff is requesting changes to the 2015 Salary Resolution. This amendment includes the addition of three (3) new positions and the elimination of two (2) positions. This amendment also includes the addition of both the Police Captain and Police Lieutenant positions which were missing from the original resolution due to clerical error. Wages and salaries for police department positions have been adjusted to reflect rate changes resulting from the recently approved collective bargaining agreement between the City and the Whitewater Professional Police Association (WPPA). A list of the added and eliminated positions is below.

- 1. Addition of a second Neighborhood Services Officer (NSO) in Schedule VIII**
- 2. Addition of an Economic Development Specialist position in Schedule II at Grade D**
- 3. Addition of a Wastewater Division Lab Assistant in Schedule V at Grade A**
- 4. Elimination of the Chemist Assistant position in Schedule V at Grade A**
- 5. Elimination of the CDA Support Research Specialist in Schedule VIII**

BUDGET IMPACT, IF ANY: These changes will bring the Salary Resolution in line with the 2015 Annual Budget.

STAFF RECOMMENDATION: Staff recommends approval.

ATTACHMENT(S) INCLUDED (If none, please state):
2015 Salary Resolution Amendment #1

FOR MORE INFORMATION CONTACT:
Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100.

**City of Whitewater
2015 SALARY RESOLUTION
AMENDMENT 1**

WHEREAS, the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, sets forth the wage and salary schedule for employees for 2015, in which wages are established.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, that the following ranges and numbers of employees in the 2015 Wage and Salary Schedule are hereby adopted pursuant to Wisconsin Statutes; and

BE IT FURTHER RESOLVED that the contents of this resolution shall supersede such previously adopted schedules where the subject matter between the two shall be in conflict, and the changes contained herein shall be effective beginning January 1, 2015.

SCHEDULE I ADMINISTRATIVE POSITIONS

Position	# of Positions	Effective	Salary
City Manager	1	01/01/2014	91,800.00
Chief of Police	1	01/01/2014	89,627.40
Municipal Judge	1	01/01/2014	20,167.98
City Attorney	1	01/01/2014	54,117.69

**SCHEDULE II
PROFESSIONAL AND TECHNICAL EMPLOYEE PAY PLAN**

Pay Grade	# of Positions	Classification Titles	Pay Grade	# of Positions	Classification Titles
A	3/4	Senior Coordinator (Part-time)	E	1	Community TV/Media Services Manager
	2	Administrative Assistant II - Records Technician		1	Recreation & Community Events Programmer
	1	Recreation Program Coordinator	F	1	City Clerk
	1	Confidential Executive Assistant	G	0	
	1	Administrative Assistant I - Utilities	H	1	Neighborhood Services Director
B	1	Accounting Technician II - Utilities	I	1	Chief Information Officer
	1	Accounting Technician II - Payroll & Accounts Payable	J	1	Water Superintendent
	1	Administrative Assistant I - Neighborhood Services		1	Streets, Parks & Forestry Superintendent
	1	Deputy Clerk		1	Parks & Recreation Director
	1/2	Clerk of Court (Part-time)		1	Wastewater Treatment Plant Superintendent
C	1	GIS Technician	K	1	Assistant City Manager
D	1	Support Services Manager	L	1	Finance Director
	1	Finance Support Services Manager			
	3/4	Human Resources Coordinator			
	1	Economic Development Specialist			

**SCHEDULE II
PROFESSIONAL AND TECHNICAL EMPLOYEE PAY PLAN**

Pay Grade		Steps				
		1	2	3	4	5
A*	Hourly Wage 2080 Hours	15.38 31,993.73	15.85 32,969.66	16.53 34,391.14	17.24 35,855.04	17.91 37,255.30
B*	Hourly Wage 2080 Hours	16.48 34,287.24	17.24 35,855.04	17.97 37,382.59	18.72 38,947.42	19.47 40,500.82
C	Salary	37,252.62	38,945.12	40,637.87	42,332.13	44,024.88
D	Salary	40,231.10	42,060.37	43,887.07	45,716.09	47,546.90
E	Salary	44,153.49	46,160.04	48,166.32	50,174.14	52,181.68
F	Salary	47,604.70	49,768.39	51,931.06	54,096.28	56,258.69
G	Salary	51,055.65	53,377.01	55,697.08	58,015.61	60,336.97
H	Salary	54,506.85	56,983.06	59,461.82	61,936.50	64,416.78
I	Salary	57,956.78	60,591.67	63,225.03	65,858.90	68,493.78
J	Salary	61,406.46	64,197.48	66,990.03	69,779.77	72,572.07
K	Salary	64,858.94	67,806.08	70,754.77	73,700.65	76,649.31
L	Salary	68,308.88	71,413.43	74,519.51	77,623.04	80,730.15

*Non-Exempt Position

**SCHEDULE III
LIBRARY POSITIONS**

Pay Grade	# of Position	Classification Titles	Steps				
			1	2	3	4	5
A1	2	Customer Service Associate*	12.27	12.82	13.39	13.39	13.39
A2	5	Customer Service Specialist*	13.33	13.94	14.56	15.15	15.76
A3	3	Technical Services Specialist*	15.15	15.86	16.54	17.23	17.91
	3	Outreach Services Specialist*					
A4	1	Youth Educational Services Librarian	37,252.62	38,945.37	40,637.87	42,332.13	44,024.88
A5	1	Assistant Library Director	47,604.70	49,768.39	51,931.06	54,091.38	56,258.69
A6	1	Library Director	61,406.46	64,197.48	66,990.03	69,779.77	72,572.07

*Non-Exempt Positions

SCHEDULE IV
WHITEWATER POLICE DEPARTMENT COMMUNICATIONS CENTER

Position	# of Positions	Step			
		1	2	3	4
Communications Coordinator	1	19.21	20.22	21.28	21.52
<i>Per 2,080 Hours</i>		39,952.49	42,059.92	44,256.09	44,766.31
Dispatch / Records Communications Aide	7	17.28	18.17	19.13	19.33
<i>6 @ Per 1947 Hours</i>		33,639.36	35,383.63	37,252.48	37,626.25
<i>1 @ Per 976 Hours</i>		16,862.87	17,737.25	18,674.07	18,861.44

SCHEDULE V
PUBLIC WORKS DEPARTMENT

Pay Grade	Classification Title	Step					
		1 0-11 mos.	2 12-23 mos.	3 24-35 mos.	4 36-47 mos.	5 48-59 mos.	6 60+ mos.
A	Lab Assistant	10.00	10.22	10.44	10.67	10.89	11.12
B	Custodian/Groundskeeper <i>Per 1,040 Hours</i>	15.41 16,029.23	16.00 16,637.08	16.58 17,244.93	17.14 17,830.26	17.72 18,426.86	18.29 19,023.45
C	Laborer II <i>Per 2,080 Hours</i>	18.01 37,461.57	18.59 38,677.27	19.17 39,870.45	19.74 41,063.64	20.33 42,279.34	20.89 43,450.01
D	Building Maintenance <i>Per 2,080 Hours</i>	20.16 41,941.65	20.75 43,157.35	21.30 44,305.51	21.91 45,566.23	22.47 46,736.91	23.05 47,952.61
	<i>Per 1,560 Hours</i>	31,456.23	32,368.01	33,229.13	34,174.67	35,052.68	35,964.45
E	Engineering Technician Laborer I Laborer I - Mechanic Code Enforcement/Building Maintenance Water Operator - no certification Wastewater Operator - no certification Wastewater Operator/Lab Technician - no certification <i>Per 2,080 Hours</i>	22.56 46,917.01	23.06 47,975.12	23.56 49,010.72	24.07 50,068.82	24.57 51,104.42	25.09 52,185.04
Grade F:	Additional \$0.20 per hour above Pay Grade E upon successful completion and receipt of Grade I certification and one sub grade.						
Grade G:	Additional \$0.79 per hour above Pay Grade E upon successful completion of Grade II and all Grade II sub grades required by Wisconsin Administrative Code for the City of Whitewater Wastewater Utility.						
Grade H:	Additional \$1.06 per hour above Pay Grade E upon successful completion of Grade IV and all Grade IV sub grades required by Wisconsin Administrative Code for the City of Whitewater Wastewater Utility.						
Grade I:	Additional \$1.34 per hour above Pay Grade E for the position of Lab Manager/Operator.						

**SCHEDULE VI
WHITEWATER POLICE DEPARTMENT**

Position	# of Positions	Effective Date	Hourly Wage	Per 2,080 Hours *Patrol (2,008 Hours)
Captain	1	1/1/2015	-	82,339.30
Lieutenant	1	1/1/2015	-	78,180.96
Sergeant*	3	1/1/2015	30.54	63,513.44
Detective Sergeant	1	1/1/2015	31.63	65,790.82
Detective	2	1/1/2015	30.24	62,905.44
Juvenile Officer	1	1/1/2015	30.24	62,905.44
Patrol Officer I*	14	1/1/2015	28.95	58,126.78
Patrol Officer II*		1/1/2015	26.22	52,658.19
Patrol Officer III*		1/1/2015	24.75	49,688.36
Position	# of Positions	Effective Date	Hourly Wage	Per 2,080 Hours *Patrol (2,008 Hours)
Captain	1	7/1/2015	-	83,268.20
Lieutenant	1	7/1/2015	-	79,353.67
Sergeant*	3	7/1/2015	30.99	64,466.14
Detective Sergeant	1	7/1/2015	32.11	66,777.68
Detective	2	7/1/2015	30.70	63,849.02
Juvenile Officer	1	7/1/2015	30.70	63,849.02
Patrol Officer I*	14	7/1/2015	29.38	58,998.68
Patrol Officer II*		7/1/2015	26.62	53,448.06
Patrol Officer III*		7/1/2015	25.12	50,433.69

**SCHEDULE VII
FIRE-RESCUE**

Position	# of Positions (Part-time)	Wage
Fire-Inspector	3	\$11.00 per hour
Volunteer Fire	42	\$8.00 per call
Rescue Squad Captain	1	\$10.00 per call
Rescue Squad Lieutenant	4	\$9.00 per call
Rescue Squad Maintenance	1	\$100.00 per month
Rescue Squad EMT's		\$8.00 per call
EMT Driver		\$16.00 per hour
EMT Basic		\$17.50 per hour
EMT Intermediate		\$20.00 per hour
EMT On-Call Pay (Truck 1)		\$2.00 per hour
EMT On-Call Pay (Truck 2)		\$2.00 per hour
Fire Chief	1	\$15.00 per call
1st Asst. Fire Chief	1	\$13.00 per call
2nd Asst. Fire Chief	1	\$11.00 per call
Fire Vehicle Maintenance	6	\$50.00 per month
Fire Vehicle Maintenance	1	\$75.00 per month

**SCHEDULE VIII
PART-TIME EMPLOYEES**

Position	# of Positions	Effective Date	Hourly Wage
Community Service Officer	2	01/01/2015	\$10.75
Neighborhood Services Officer	2	01/01/2015	\$10.75

**SCHEDULE IX
PART-TIME SEASONAL EMPLOYEES**

Position	Steps				
	1	2	3	4	5
Election Inspectors	10.00	10.00	10.00	10.00	10.00
Chief Election Inspectors	12.00	12.00	12.00	12.00	12.00
Crossing Guards	10.96	10.96	10.96	10.96	10.96
Cable TV Camera Operator	7.25	7.50	8.00	8.75	9.75
Activity Leaders	9.25	9.50	10.00	10.50	11.50
Program Attendants	7.25	7.50	7.75	8.00	8.25
Certified Instructors	10.00	11.00	12.00	13.00	15.00
Activity Instructors	7.75	8.00	8.25	8.50	8.75
Sport Officials	20.00	21.00	22.00	24.00	25.00
Seasonal Laborer	7.25	7.50	8.00	8.75	9.75

Resolution introduced by Councilmember _____, who moved its adoption. Seconded by Councilmember _____.

AYES:
NOES:
ABSENT:
ADOPTED:

Cameron Clapper, City Manager

Michele Smith, City Clerk

ORDINANCE NO. _____
ORDINANCE ADOPTING COMPLETE STREETS GOALS
AND GUIDELINES IN THE CITY OF WHITEWATER

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1. Whitewater Municipal Code Chapter 11.51, Complete Streets Ordinance, is hereby created to read as follows:

11.51.010 FINDINGS

By enacting this ordinance, the City of Whitewater will encourage healthy, active living, reduce traffic congestion and fossil fuel use, and improve the safety and quality of life of residents of the City of Whitewater by providing safe, convenient and comfortable routes for walking, bicycling, and public transportation.

11.51.020 PURPOSE

The purpose of this Ordinance is to enable the Streets of the City of Whitewater to provide safe, convenient, and comfortable routes for walking, bicycling, and public transportation that encourage increased use of these modes of transportation, enable convenient travel as part of daily activities, improve the public welfare by addressing a wide array of health and environmental problems, and meet the needs of all Users of the Complete Streets, including children, older adults, and people with disabilities, and provide adequate parking for commercial and residential uses.

11.51.030 DEFINITIONS

The following words and phrases, whenever used in this Chapter, shall have the meanings defined in this section unless the context clearly requires otherwise:

- A. “Complete Streets” means design features that contribute to a safe, convenient, or comfortable travel experience for Users, including but not limited to features such as: sidewalks; shared use paths; bicycle lanes; automobile lanes; paved shoulders; street trees and landscaping; planting strips; curbs; accessible curb ramps; bump outs; crosswalks; refuge islands; pedestrian and traffic signals, including countdown and accessible signals; signage; street furniture; bicycle parking facilities; public transportation stops and facilities; transit priority signalization; traffic calming devices such as rotary circles, traffic bumps, and surface treatments such as paving blocks, textured asphalt, and concrete; narrow vehicle lanes; raised medians; and dedicated transit lanes, and those features identified in the City of Whitewater Bicycle and Pedestrian Master Plan.

- B. “Street” means any public right of way, including arterials, connectors, alleys, ways, lanes, and roadways by any other designation, as well as bridges, tunnels, and any other portions of the transportation network.
- C. “Street Project” means the construction, reconstruction, retrofit, maintenance, alteration, or repair of any Street, and includes the planning, design, approval, and implementation processes, except that “Street Project” does not include minor routine upkeep such as cleaning, sweeping, mowing, spot repair, or interim measures on detour routes.
- D. “Users” means individuals that use streets, including pedestrians, bicyclists, motor vehicle drivers, public transportation riders and drivers, and people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities.

11.51.040 COMPLETE STREETS ORDINANCE GOALS AND GUIDELINES

The City of Whitewater shall attempt to enhance the safety, access, convenience and comfort of all Users of all ages and abilities, providing for equality in use between pedestrians (including people requiring mobility aids), bicyclists, transit Users, motorists and freight drivers, and businesses and residents who need adequate parking through the design, operation and maintenance of a transportation network, so as to create a connected network of facilities accommodating each mode of travel that is consistent with and supportive of the local community and businesses, recognizing that all streets are different and that the needs of various Users will be balanced in a flexible manner to achieve Complete Streets. This goal shall be implemented as follows:

- A. The City of Whitewater will consider including Complete Streets elements in all public transportation projects, in order to provide appropriate accommodation for bicyclists, pedestrians, transit Users and persons of all abilities, while promoting safe operation for all Users, in comprehensive and connected networks, in a manner consistent with, and supportive of, the surrounding community.
- B. As practical, the City of Whitewater shall incorporate Complete Streets infrastructure into existing streets so as to improve the safety and convenience of Users, construct and enhance the transportation network for each category of Users, and foster economic development and new employment.
- C. The City of Whitewater shall recognize that Complete Streets may be achieved through single elements incorporated into a particular project, or incrementally through a series of smaller improvements or maintenance activities over time. The City of Whitewater shall approach every transportation project and program as an opportunity to improve streets and a transportation network for all Users.
- D. The City of Whitewater shall use the Whitewater Bicycle and Pedestrian Master Plan, the Wisconsin Department of Transportation Bicycle Facility Design Handbook and the American Association of State Highway and Transportation Officials Guide for the Development of Bicycle Facilities as guides for meeting these goals.

- E. Complete Streets, bicycle, pedestrian, and transit facilities features shall be incorporated, when applicable and practical, in all city street projects, and reconstruction, repaving, and rehabilitation projects, with only the following exceptions:
- (1) Bicycles or pedestrians are prohibited by law from using the facility.
 - (2) The cost of establishing bikeways or walkways as part of the project would be disproportionate in cost or to anticipated future use (not the current use).
 - (3) The existing right-of-way is constrained in a manner that inhibits simple addition of transit, bicycle, or pedestrian improvements. In this case, the city shall consider alternatives such as lane reduction, lane narrowing, on-street parking relocation or reduction, shoulders, signage, traffic calming, or enforcement.
 - (4) Where such facilities would constitute a threat to public safety or health in the determination of the City Engineer or the City staff.
- F. All initial planning and design studies, and other project reviews, for public infrastructure projects requiring funding or approval by the City of Whitewater shall (1) evaluate the effect of the proposed project on safe travel by all Users, and (2) identify measures to mitigate any adverse impacts on such travel that are identified.
- G. When drafting or revising design guidelines, the City of Whitewater shall consider including Complete Streets infrastructure and goals, such as bicycle lanes and cycle tracks, sidewalks, street crossings, curb geometries, and planting strips. The design of new or reconstructed facilities should anticipate and support likely future demand for bicycling, walking and transit facilities.
- H. Because freight is important to the basic economy of the City and has unique right-of-way needs to support that role, freight will be a priority on streets classified as truck routes. Complete Streets improvements that are consistent with freight mobility but also support other modes shall be considered on these streets.
- I. Nothing in this ordinance is intended to impose any additional civil liability upon the City of Whitewater other than that which is imposed by existing law.

Ordinance introduced by Councilmember _____, who moved its adoption.
Seconded by Councilmember _____.

AYES:

NOES:

ABSENT:

ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: 2/3/15 ITEM: "Class B" Application for Ramon Rocha

PRESENTER: Michele Smith

PREVIOUS ACTION, IF ANY: N/A

SUMMARY OF ITEM BEING PRESENTED:

Wanda's Waterfront has operated from the American Legion building for a number of years. Wanda is in the process of closing her business and has agreed to surrender the license on the condition it be issued to Ramon Rocha. The American Legion has negotiated with Ramon for the rental of the building. Ramon must still go before the Plan Commission in February, but to keep things moving, we are asking for Council approval at the February 3rd meeting so that the preparations can continue.

BUDGET IMPACT, IF ANY: Prorated revenue of approximately \$300 (Per Municipal Code, Wanda does not receive a refund on the \$600 fee she has already paid to cover her thru 6/30/15).

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: Alcohol Licensing Committee will be meeting prior to the 2/3/15 council meeting and will announce their recommendation at the council meeting.

Plan Commission will review the required Conditional Use Permit application at their regularly scheduled February meeting.

STAFF RECOMMENDATION:

Assuming Alcohol Licensing Committee recommends approval, authorization to issue license, contingent upon Plan Commission's approval of the Conditional Use Permit application, as well as compliance with all other city regulations and requirements as noted in the Municipal Code.

RECOMMENDED MOTION: Concur with recommendation of Alcohol Licensing Committee.

ATTACHMENT(S) INCLUDED (If none, please state that)

*Alcohol License Application

*Police Department Background Check Memo

FOR MORE INFORMATION CONTACT:

Michele Smith, Clerk msmith@whitewater-wi.gov (262) 473-0102

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 2-15 20 15 ;
ending 20 20 15 ;

TO THE GOVERNING BODY of the: ☐ Town of Whitewater
☐ Village of Whitewater
☒ City of Whitewater

County of Walworth Aldermanic Dist. No. 1 (if required by ordinance)

1. The named ☒ INDIVIDUAL ☐ PARTNERSHIP ☐ LIMITED LIABILITY COMPANY
☐ CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Rocha, Ramon Sr.

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>Pres</u>	<u>Ramon Rocha Sr</u>	<u>922 E. Main St Whitewater, WI 53190</u>
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	<u>Ramon Rocha Sr.</u>	<u>922 E. Main, Whitewater, WI</u>	<u>53190</u>
Directors/Managers			

3. Trade Name Rocha's Waterfront Business Phone Number 262-527-6931
4. Address of Premises 292 S. Wisconsin St Post Office & Zip Code Whitewater, WI 53190

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☒ Yes ☐ No
6. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☒ No
8. (a) Corporate/limited liability company applicants only: Insert state _____ and date _____ of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☒ No N/A
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☐ No N/A
(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) All floors of two-story building at 292 Wisc St.

10. Legal description (omit if street address is given above): 292 Wisconsin St.
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? yes ☒ Yes ☐ No
(b) If yes, under what name was license issued? Wanda's Waterfront LLC
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] ☒ Yes ☐ No
13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776] ☒ Yes ☐ No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 9th day of January, 20 15

Michelle Amato

(Clerk/Notary Public)

X [Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

My commission expires _____

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>1-9-15</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

MEMORANDUM

TO: Michele Smith, City Clerk

FROM: Lisa K. Otterbacher, Chief of Police

DATE: January 15, 2015

REF: ALCOHOL BEVERAGE LICENSE APPLICATION
American Legion
292 S. Wisconsin Street
Agent: Ramon Rocha Sr.

Effective January 15, 2015, the following information is being supplied on an official basis concerning the license application of the above named party. Only that information which would bear upon this application is recorded. Traffic Violations are excluded.

Pertinent records of the appropriate local and state agencies have been searched as of this date with the following results:

- Walworth County Sheriff's Office - 06/06/1987 - Interfere Custody of Child (felony) – convicted of Disorderly Conduct (misdemeanor) – 07/02/1987 Guilty, Probation, Sentence withheld 1 year.

This information disclosed would not hinder the issuance of the above requested license.

LKO/cas

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

WI D.L. R 200-7206-2053-08

Individual's Full Name (please print) (last name) <u>Roche</u>		(first name) <u>Ramon Sr.</u>		(middle name)	
Home Address (street/route) <u>922 E. Main St.</u>		Post Office <u>Whitewater</u>	City <u>Whitewater</u>	State <u>WI</u>	Zip Code <u>53190</u>
Home Phone Number <u>262-527-6931</u>		Age <u>52</u>	Date of Birth <u>02/13/62</u>	Place of Birth <u>Mexico</u>	

The above named individual provides the following information as a person who is (check one): sdtrb2@yahoo.com

☒ Applying for an alcohol beverage license as an individual.

☐ A member of a partnership which is making application for an alcohol beverage license.

☐ _____ of _____
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? Since 1972
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
If yes, identify. _____
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)
- Named individual must list in chronological order last two employers.

Employer's Name <u>Nelson Bus Service</u>	Employer's Address <u>Whitewater, WI</u>	Employed From <u>Oct 11 2000</u>	To <u>current</u>
Employer's Name <u>Briggs + Stratton</u>	Employer's Address <u>Wauwatosa, WI</u>	Employed From <u>1998</u>	To <u>2000 +/-</u>

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 9th day of January, 20 15
Michelle Smith
(Clerk/Notary Public)

X [Signature]
(Signature of Named Individual)

My commission expires _____



Printed on
Recycled Paper

Wisconsin Department of Revenue

Wisconsin Circuit Court Access (WCCA)

State of Wisconsin vs. RAMON ROCHA

Walworth County Case Number 1987CF100147

Filing Date	Case Type	Case Status
06-08-1987	Criminal	Closed
Defendant Date of Birth	Address	
02-13-1962	582 N. WALTON DRIVE, (JEFFERSON COUNTY), WHITEWATER, WI 53190	
Branch Id	DA Case Number	
2		

Charge(s)

Count No.	Statute	Description	Severity	Disposition
1	947.01	Disorderly Conduct	Misd. U	Guilty / No Contest

Responsible Official	Prosecuting Agency	Prosecuting Attorney	Defense Attorney
Carlson, James L.	District Attorney		Hue, William Felice

Defendant

Defendant Name	Date of Birth	Sex	Race¹
ROCHA, RAMON	02-13-1962	Male	Caucasian
Address			Address Updated On
582 N. WALTON DRIVE, (JEFFERSON COUNTY), WHITEWATER, WI 53190			01-01-2003
JUSTIS ID	Finger Print ID		
Defendant Attorney(s)			
Attorney Name	Entered		
Hue, William Felice	06-08-1987		

Charge(s)/Sentence(s)

Charge Detail

The Defendant was charged with the following offense:

Count No.	Statute Cite	Description	Severity	Offense Date	Plea
------------------	---------------------	--------------------	-----------------	---------------------	-------------

1 947.01 Disorderly Conduct Misd. U 06-06-1987

On 07-02-1987 there was a finding of:

Action	Court Official
Guilty / No Contest	Carlson, James L.

The following was ordered:

Sentence	Time	Begin Date	Notes
Probation, Sent Withheld	1 Years		

Condition Time Notes

Costs

Other

Citations
Citation 87CR00147-01

Bond Amount	Deposit Type	Appearance Date and Time	Mandatory
\$ 23.00	None	07-02-1987 at 08:30 am	No
Name		Date of Birth	Sex
ROCHA, RAMON		02-13-1962	Male
Address			Address Updated On
582 N. WALTON DRIVE, (JEFFERSON COUNTY), WHITEWATER, WI 53190			01-01-2003
Plate Number	State	Expiration	VIN
	WI		
Issuing Agency	Officer Name	Violation Date	MPH Over
County of Walworth		06-06-1987	
Plaintiff Agency	Ordinance or Statute	Statute	Charge Description
State of Wisconsin	Statute	947.01	Disorderly Conduct
Severity			
Misd. U			

¹ The designation listed in the Race field is subjective. It is provided to the court by the agency that filed the case.

² Non-Court activities do not require personal court appearances. For questions regarding which court type activities require court appearances, please contact the Clerk of Circuit Court in the county where the case originated.



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **02/3/2015**

ITEM: **Discussion and possible direction regarding George Street reconstruction and sidewalk installation.**

PRESENTER: **Assistant City Manager**

PREVIOUS ACTION, IF ANY:

SUMMARY OF ITEM BEING PRESENTED:

Staff will provide an update on the George Street reconstruction project. The update will include a summary of the public information meeting that was held on Wednesday, January 14, the use of special assessments to fund various improvements, and an update on the scope of work and schedule.

There are no sidewalks north of the George Street bridge. The current plan design includes the addition of sidewalks. During the January 14 public meeting, staff received unanimous feedback from the residents in attendance that they would like to see the sidewalks eliminated from the project. Staff would like to receive input from council on the decision to eliminate sidewalks north of the bridge.

BUDGET IMPACT, IF ANY:

Discussion item only

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: None

STAFF RECOMMENDATION: None at this time.

RECOMMENDED MOTION: None at this time.

ATTACHMENT(S) INCLUDED (If none, please state that)

Special Assessment Resolution

FOR MORE INFORMATION CONTACT:

Christopher McDonell, cmcdonell@whitewater-wi.gov, 262.473.0139.

SPECIAL ASSESSMENT RESOLUTION
Amending the Special Assessment Resolution
of April 15, 1986

IT IS HEREBY RESOLVED BY the Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, that special assessments levied against property benefited by public works project shall be as follows:

Curb and Gutter: Benefiting properties shall be assessed 100% of the city's cost, excepting street intersections.

Sanitary Sewer Extensions: Benefiting properties shall be assessed 100% of the city's cost, including manholes, but excepting that portion of the sewer within street intersections, provided that the long side of corner lots shall be assessed for one-third of the length, and the cost of the remaining two-thirds shall be distributed over the entire project. Provided further, that the additional cost of mains larger than eight inches shall be paid by the City and such oversizing costs may be assessed on a benefiting area-wide basis.

New Pavement: Benefiting properties shall be assessed 100% of the city's cost of new pavement required to widen or extend existing street pavement, or pave a new street or alley.

Sidewalk Construction: Benefiting properties shall be assessed 40% of the city's cost, for the first four feet of sidewalk width.

Sidewalk Repair: Benefiting properties shall be assessed 25% of the city's cost, for the first four feet of sidewalk width.

Watermain Extensions: Benefiting properties shall be assessed 100% of the city's cost, excepting hydrants and street intersections. Provided that the long side of the corner lots shall be assessed for one-third of the length, and the cost of the remaining two-thirds shall be paid by the utility. Provided further that the additional cost of mains larger than eight inches shall be paid by the utility.

Sewage Lift Stations and Force Mains: Benefiting properties shall be assessed 50% of the city's cost.

Hard Surfaced Driveway Aprons Benefiting properties shall be specially charge 100% of the city's cost in accordance with City Ordinance 12.16.060.

Steps: Benefiting properties shall be assessed 100% of the city's cost.

Estimated assessment shall be actual assessment. Any cost overruns shall be absorbed by the City. Any overestimates shall be reduced.

The City Council may, by majority vote, allow assessments for oversizing sanitary sewer on undeveloped land to be deferred until such time as use is made of the improvement.

IT IS FURTHER RESOLVED that the above special assessments shall be effective upon passage and publication, as provided by law.

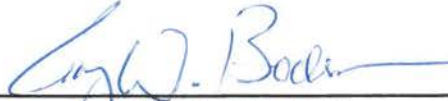
Resolution introduced by Councilmember Olm, who moved its adoption. Seconded by Councilmember Gasper.

AYES: Olm, Gasper, Rhodes, Robers, Rollins, Fischer

NOES: Shroble

ABSENT: None

ADOPTED: March 6, 1996



City Manager



City Clerk

Assesres.pol



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **02/3/2015**

ITEM: **Recreation Accessibility's presentation regarding their review of City Facilities and Parks**

PRESENTER: **Assistant City Manager**

PREVIOUS ACTION, IF ANY:

SUMMARY OF ITEM BEING PRESENTED:

In August 2013, the city was sued for injunctive relief, attorney's fees and costs associated with noncompliance of Title II of the Americans with Disability Act. Based on the complaint, the city hired an expert witness to evaluate the sites to determine the full extent of ADA violations. The city hired Recreation Accessibility Consultants, LLC (RAC) to conduct an accessibility audit of city facilities and parks. A representative from RAC will provide a summary of their recently completed audit. An outline of the presentation is attached.

BUDGET IMPACT, IF ANY:

Discussion item only

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: **None**

STAFF RECOMMENDATION: **None at this time.**

RECOMMENDED MOTION: **None at this time.**

ATTACHMENT(S) INCLUDED (If none, please state that)

2015 Access Audit Report to the City of Whitewater City Council

FOR MORE INFORMATION CONTACT:

Christopher McDonell, cmcdonell@whitewater-wi.gov, 262.473.0139.

2015 ACCESS AUDIT REPORT TO THE CITY OF WHITEWATER CITY COUNCIL

February 3, 2015

1. Who are we?
2. What is the ADA and who enforces the ADA?
3. Why Audit City of Whitewater Sites and Facilities?
4. What are the Rules? What is Our Process?
 - A. 1991 Standard
 - B. 2010 Standard for Accessible Design
 - C. Final Guideline Federal Outdoor Recreation Sites 2009
 - D. Wisconsin access requirements
 - E. Checklists
 - F. Two Person Teams
 - G. Tools
5. Some Guidance
 - A. Unique Sites such as City Hall
 - B. Duplicated Similar Sites Such as Playgrounds
 - C. Employee Work Areas
6. What's in the Report?
 - A. 28 Site Reports from the Armory to Turtle Mound Park
 - B. Conclusion Section and Recommendations
 - C. Transition Plan

7. Scope of Work
 - A. Sites and Facilities
 - B. Complaint
8. Phasing Suggestions
 - A. Easy, Clear, and Old
 - B. Recreation Elements and Amenities
 - C. Complex, Costly, and Regulations not yet Finished
 - D. How Long is the Implementation Stage?
9. Next Steps
 - A. Digest all the Reports
 - B. Determine Phasing and Activity and Develop Transition Plans
 - C. Conduct Mandated Citizen Meetings
 - D. Implement Changes!
10. Conclusion



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **02/03/15**

ITEM: **Landmark Application for Downtown Armory**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED: The Landmarks Commission recently discussed a historic landmark designation for the Whitewater Downtown Armory located at 146 W. North Street. While official notice and a public hearing on the subject have not been provided, staff is seeking feedback to share with the Landmarks Commission regarding the future proposal.

The Downtown Armory has been a significant part of the Whitewater community and a gathering place for multiple events including elections, dances, sporting events, meetings, dinners, personal enrichment classes, and the Whitewater Food Pantry. However, public recreation programming demands have, at times, exceeded space available in the existing facility. If the City wished to expand or remodel the existing facility in the future, there may be limitations to what the City could do to the exterior of the facility if it is designated as a local landmark. For this reason, the subject has come before the Common Council for discussion.

BUDGET IMPACT, IF ANY: None.

STAFF RECOMMENDATION: None.

ATTACHMENT(S) INCLUDED (If none, please state):
Municipal Code 17. 12 through 17.24

FOR MORE INFORMATION CONTACT:
Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100.

Chapter 17.12 - DESIGNATION OF LANDMARKS, LANDMARK SITES AND HISTORIC DISTRICTS

Sections:

17.12.010 - Criteria for designation.

- (a) A landmark, landmark site or historic district designation may be placed on any natural or improved site or on any area of particular historic, architectural or cultural significance which:
- (1) Exemplifies or reflects the broad cultural, political, economic or social history of the nation, state or community; or
 - (2) Is identified with historic persons or with important events in national, state or local history; or
 - (3) Embodies the distinguishing characteristics of an architectural type inherently valuable for the study of a period, style or method of construction or of indigenous materials or craftsmanship; or
 - (4) Is representative of the notable work of a master builder, designer or architect whose work influenced his age.
- (b) The commission may adopt specific guidelines for such designation in conformance with the provisions of this section.

(Ord. 999 §1(4), 1982).

17.12.020 - Procedure for designation.

The commission may, after publication of a Class 1 notice and a public hearing thereon, establish landmarks, landmark sites and historic districts or rescind such designation after application of the criteria provided in Section 17.12.010, subject to the following:

- (1) At least ten days prior to such hearing, the commission shall notify in writing the owner of record of the property affected, the owner of record of property within three hundred feet of the affected property and the occupants of the affected property; and it shall also notify the plan and architectural review commission, and building inspector.
- (2) At such public hearings, the commission may hear other witnesses, in addition to the persons notified.
- (3) After such public hearing, the commission may designate the property as a landmark or landmark site, may include it in an historic district or may rescind such designation. Notice of such designation or rescission shall be sent to the property owner of record and to other persons identified in subsection (1) of this section. Notification shall also be given to the city clerk, building inspector, city assessor and plan commission.
- (4) Any decision of the commission, pursuant to this title may be appealed by the owner of the affected property to the city council for its determination.
- (5) If the owner of the property objects to the proposed designation, he shall file a written objection to the designation with the commission on or before the hearing. If such objection is timely filed, any action by the commission must be ratified by a two-thirds vote of the city council to become effective.

(Ord. 1105 §1, 1987; Ord. 1021 §1, 1983; Ord. 999 §1(5), 1982).

17.12.030 - Recognition of landmarks, landmark sites and historic districts.

After a landmark, landmark site or historic district has been so designated in accordance with this title, the commission may with consent of the owner cause to be prepared and erected on such property at city expense suitable plaques or signs recognizing the landmark.

(Ord. 999 §1(3)(b)(12), 1982).

17.12.040 - Rescission of landmark designation.

- (a) If the person listed as owner of record of a landmark site at the time of its designation is unable to find a buyer willing to preserve the landmark or landmark site, such person may petition the commission for a rescission of its designation. Such petition shall contain an affidavit under oath that the person has made reasonable attempts in good faith to find and attract such a buyer, as well as such further information deemed reasonably necessary by the commission for the purpose of evaluating the petition.
- (b) Following the filing of such petition, the owner and the commission shall work together for up to six months to try to locate a buyer for the subject property who is willing to comply with the designation. If at the end of six months no such buyer can be found, and if the owner still desires to obtain such rescission, the commission shall rescind its designation of the subject property.
- (c) In the event of rescission, the commission shall notify the city clerk, building inspector and assessor of same, and shall cause the rescission to be recorded at city expense in the Walworth County register of deeds.
- (d) Following any such rescission, the commission may not redesignate the subject property as a landmark or landmark site for at least five years from the date of rescission unless requested by the owner.

(Ord. 999 §1(3)(b)(13), 1982).

17.12.050 - Maintenance.

- (a) Every person in charge of an improvement on a landmark site or in an historic district shall keep in good repair all of the exterior portions of such improvement and all interior portions which, if not so maintained, may cause or tend to cause the exterior portions of such improvement to fall into a state of disrepair. This subsection shall be in addition to all other provisions of law requiring buildings or structures to be well-maintained.
- (b) Insofar as they are applicable to a landmark, landmark site or improvement in an historic district, any provision of Title 14 of this code may be varied or waived, on application by the building inspector, provided such variance or waiver does not endanger public health or safety.

(Ord. 999 §1(7), 1982).

17.12.060 - Voluntary restrictive covenants.

The owner of any landmark or landmark site may, at any time following such designation of his property, enter into a restrictive covenant on the subject property after negotiation with the commission. The commission may assist the owner in preparing such covenant in the interest of preserving the landmark or landmark site, and the owner shall record such covenant in the office of the Walworth County or Jefferson County register of deeds depending on the site location and shall notify the city assessor of such covenant and the conditions thereof.

(Ord. 999 §1(6), 1982).

(Ord. No. 17334, § 3, 6-2-2009)

17.12.065 - Criteria for designation of historically significant personal property.

- (1) The landmarks commission may designate property as city-owned historically significant personal property if it is found by the landmarks commission to have special historic, archaeological or aesthetic character.
- (2) Upon designation of personal property as city-owned historically significant personal property, the landmarks commission may take reasonable actions to notify the general public and city officers and employees of the designation. These actions may include, but are not limited to, creating a registry of said property to be maintained by the city clerk, the labeling of the property by a placard or otherwise, or the safe storage of the property.
- (3) Any officer or employee of the City of Whitewater who becomes aware of any personal property that may qualify as city-owned historically significant personal property is encouraged to immediately notify the landmarks commission of the existence of said property.

(Ord. No. 1733A, § 4, 6-2-2009)

Chapter 17.16 - CONSTRUCTION AND ALTERATION**Sections:****17.16.010 - Building permit—Required.**

No person shall alter, reconstruct, move or permit any alteration of any exterior or reconstruction or movement of any exterior portion of any landmark or landmark site or any property within an historic district unless the commission has approved such work. Unless the commission has approved such work, the building inspector shall not issue a building permit for such work.

(Ord. 999 §1(3)(b)(9)(2), 1982).

17.16.020 - Building permit—Application—Referral to commission.

Within two weeks of receipt of an application for a building permit involving the exterior of a property which has been designated as a landmark or landmark site the building inspector shall refer such application to the commission.

(Ord. 999 §1(3)(b)(9)(b), 1982).

17.16.030 - Building permit—Application—Determination by commission.

Upon the filing of an application, the commission shall determine whether the proposed work would destroy or deleteriously affect any feature of the landmark or landmark site, or be out of harmony with the external appearance of the site.

(Ord. 999 §1(3)(b)(9)(c), 1982).

17.16.040 - Building permit—Issuance procedure.

The commission shall within thirty days of referral report to the building inspector either that the permit is denied or that the commission has no objection to the issuance of the permit. The commission may attach certain conditions to the approval of the request. Review of denial of permits shall lie with the common council pursuant to this code and the Wisconsin Statutes. The applicant may appeal the decision to the city council for its determination.

(Ord. 999 §1(3)(b)(9)(d), 1982).

17.16.050 - Building permit—Denial—Commission assistance to applicant.

In addition, if the commission fails to approve an application, it shall, at the request of the applicant, cooperate and work with the applicant in an attempt to obtain approval within the guidelines of this title.

(Ord. 999 §1(3)(b)(9)(e), 1982).

17.16.060 - Criteria for existing structures.

"The Secretary of the Interior's Standards for Historic Preservation Projects" dated 1980 (rev.) shall apply to reconstruction and exterior alterations to existing structures. Those standards are as follows:

- (1) The distinguishing original qualities or character of a building, structure or site and its environment should not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
- (2) All buildings, structures and sites should be recognized as products of their own time. Alterations which have no historical basis and which seek to create an earlier appearance shall be discouraged.
- (3) Changes which may have taken place in the course of time are evidence of the history and development in a building, structure or site and its environment. These changes may have acquired significance in their own right, and this significance should be recognized and respected.
- (4) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site should be treated with sensitivity.
- (5) Deteriorated architectural features should be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
- (6) The surface cleaning of structures should be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
- (7) Every reasonable effort should be made to protect and preserve archeological resources affected by, or adjacent to, any acquisition, protection, stabilization, preservation, rehabilitation, restoration or reconstruction project.

(Ord. 999 §1(3)(b)(10)(a), 1982).

17.16.070 - Criteria for new construction.

For new construction within a historic district, the following criteria shall apply:

- (1) The mass, volume and setback of proposed structures should appear to be compatible with existing buildings in the immediate area.
- (2) The facade of new structures should maintain a compatible relationship with those of existing structures in terms of window sill or header lines; proportion of window and door openings; horizontal or vertical emphasis of major building elements; and extent of architectural detail.
- (3) The building materials and colors used should complement and be compatible with other buildings in the immediate area.

- (4) The sizing, design and placement of signs should fit the building and the adjacent structures.
- (5) All landscaping and parking provisions should complement and be compatible with improvements in the immediate area.

(Ord. 999 §1(3)(b)(10)(b), 1982).

17.16.080 - Criteria for alteration or disposal of historically significant personal property.

Once personal property has been designated historically significant personal property by the landmarks commission, it shall not be altered or disposed of by the city without permission by the landmarks commission or, in the alternative, by action of the city council. Prior to authorizing the disposition or alteration of the historically significant personal property, the city council shall receive and consider the recommendation of the landmarks commission. The landmarks commission shall issue a recommendation within sixty days of a written request. If the landmarks commission fails to issue a recommendation within sixty days, the council may act on the request without considering the landmarks commission's recommendation.

(Ord. No. 1733A, § 5, 6-2-2009)

Chapter 17.20 - DEMOLITION

Sections:

17.20.010 - Building permit—Required.

No person shall demolish all or part of a landmark, improvement of a landmark site, or improvement in an historic district, unless the commission has approved such work. Unless the commission has approved the work, the building inspector shall not issue a building permit for such work.

(Ord. 999 §1(3)(b)(11)(2), 1982).

17.20.020 - Building permit—Application.

When a person applies for a permit to demolish such property, such application shall also be filed with the commission.

(Ord. 999 §1(3)(b)(11)(b), 1982).

17.20.030 - Building permit—Issuance.

At the end of twelve months, if no mutually agreeable method of saving the property is underway, or if no funds from any governmental unit or nonprofit organization have been granted to preserve the property, the building inspector may issue a permit without the approval of the commission.

(Ord. 999 §1(3)(b)(11)(c), 1982).

Chapter 17.24 - APPEALS

Sections:

17.24.010 - Generally.

An appeal of an action of the landmarks commission relating to designation of landmarks or creation of historic districts; the regulation of construction, reconstruction or exterior alteration; or the regulation of demolition may be initiated by filing a petition to appeal, specifying the grounds for such appeal, with

the city clerk within ten days of the date on which the final decision of the landmarks commission is made. The city clerk shall file the petition to appeal with the city council. After a public hearing, the city council may, by a favorable vote of two-thirds of its members, reverse or modify the decision of the landmarks commission. In modifying or reversing a decision of the landmarks commission, the city council shall find that owing to special conditions the decision of the landmarks commission would cause serious hardship to the property owner or preclude reasonable use of the property. Self-created hardship or expectation of increased economic return shall not be the basis for modifying or reversing a decision of the landmarks commission.

(Ord. 999 §1(8), 1982).



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **02/03/15**

ITEM: **Whitewater Arts Alliance Rent Reduction**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED:

This is a request by the Whitewater Arts Alliance (WAA) for a reduction in their monthly rent. Per agreement between the City and WAA, the rental rate for use of the White Memorial Building is set at \$800.00/month. The rate may increase to \$1,200/month if WAA ceases to meet the criteria established in the agreement. The Alliance is requesting the reduction in rent in order to free up \$4,800 dollars for investment in current and future programs.

The WAA has hosted an art program or event nearly every month for five (5) years. Working with the Whitewater unified School District and other community organizations; WAA has exposed many children and families in the community to the visual and performing arts and has served as a draw for the downtown area. In short, the WAA has provided Whitewater with a valuable amenity for several years.

The rent reduction would mean a reduction in revenue for the City of \$4,800 annually. The monthly utility cost for the building is slightly over \$600/month. The utility cost includes the cost for the Media Services Department which is also located in the White Memorial Building. The City has no other possible tenant for the building at this time.

BUDGET IMPACT, IF ANY: The rent reduction would result in a drop of \$4,800 in revenue annually.

STAFF RECOMMENDATION: The city manager requests approval.

ATTACHMENT(S) INCLUDED (If none, please state):

**WAA Letter
2010 Lease Agreement**

FOR MORE INFORMATION CONTACT:

Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100.



Whitewater Arts Alliance

January 8, 2015

Cameron Clapper
Whitewater City Manager
312 W Whitewater St
Whitewater WI 53190

Dear Cameron:

I appreciated very much the opportunity to talk with you about the Whitewater Arts Alliance and what we can accomplish together.

As you requested, on behalf of our Board I am formally requesting consideration of a rent reduction at the Cultural Arts Center. The Board certainly understands that it is only fair that we contribute to the monthly operating expenses, but the increase to \$800/month has placed a significant burden on our organization. We continue to seek ways to increase our income, but in a small city this is difficult.

We believe that the WAA has and continues to contribute to the quality of life in our community. The gallery has hosted a visual and/or performing arts program almost every month for the past five years. Savory Sounds (concerts) have been a part of the Whitewater summer scene for four years, and the WAA will be taking a role in the Main Street Festival this fall. Recently, the Board agreed to house the model of Victoria-on-Main until a permanent home is available. Many of these activities require financial resources, and reducing our rent back to the original \$400/month would give us almost \$5000 toward these and other events.

We would also like to remind everyone that the WAA made approximately \$75,000 of improvements to the White Building when we assumed the lease. (We continue to maintain our area of the building at a high level, e.g. the installation of a new toilet at WAA expense this past fall). Artists and guests alike have commented that the use of this facility as a gallery is perfect. The light and the space are extraordinary.

The WAA is anxious to continue our most positive partnership with the City of Whitewater. We believe that this relationship is a shining example of what such cooperation can do. Let's continue to move our community forward together.

Sincerely,

Linda Long
President, Whitewater Arts Alliance

LEASE

This lease made this 1st day of June, 2010, by and between the City of Whitewater, hereinafter called Lessor, and The Arts Alliance of Whitewater, Inc., hereinafter called Lessee.

WITNESSETH:

The Lessor hereby demises and leases unto Lessee the first floor of 402 West Main Street (White Building) in the City of Whitewater, Walworth County, Wisconsin, to be occupied for public accessible artistic displays and education purposes by Lessee as well as some limited storage areas in the basement of this building with the facility to be called the Whitewater Cultural Arts Center.

1. The term hereof shall begin on the 1st day of June, 2010, and shall end at 5:00 P.M. on the 31st day of May, 2015.

2. As rent for said premises the Lessee shall pay Lessor \$1,200.00 per month on or before the 1st day of each month at its office. This rent will be discounted to \$800.00 per month for the initial year of this agreement in recognition of the past public services and programs that the Lessee has provided at this building and will remain discounted to \$800.00 per month for the duration of this agreement as long as certain organizational performance objectives are met by the Lessee. These performance objectives for the Lessee to achieve each year are as follows: 1) provide at least eight (8) events or opportunities each year to engage the community in the arts and to make Whitewater a destination to bring people into the City to experience the arts; 2) work with other groups in the area to further develop a climate encouraging creativity and opportunities in the community of Whitewater; 3) increase the number of visitors to the Whitewater Cultural Arts Center by 5% annually; 4) sponsor and stage the annual outdoor public art project in downtown Whitewater; 5) sponsor and stage the annual Fran Achen Photography contest 6) continue to develop and foster partnerships with local and regional arts groups; 7) provide an annual report to the Whitewater Common Council detailing these performance objectives and the Lessee's achievement of same, and 8) increase the revenues of the Whitewater Arts Alliance each year such that the Whitewater Cultural Arts Center can be self-sustaining.

3. Lessor shall provide Lessee with at least 30 days notice of the rent increase to \$1,200.00 per month based on failure to meet the objectives. If the rent is increased to \$1,200.00 per month, Lessee may terminate the lease with 28 days notice.

LESSOR'S RIGHTS AND OBLIGATIONS

4. Lessor shall pay for water, gas, heat, and electricity. Lessor shall also pay the hazard insurance for the entire real estate which includes the premises.

5. Lessor shall have the right to the use and maintenance of the remainder of the premises during the term of this lease. Lessor shall have access to the first floor in the event of exceptional circumstances requiring immediate access.

6. Lessor shall have the right of use and access at all times to the front entry, the rear entryway and elevator, the first floor bathroom and the first floor storage room.

7. Lessor shall be responsible for the maintenance (including snow and ice removal) of the sidewalk and parking lot adjacent to the demised premises.

8. Lessor shall make available to the Lessee the existing telephones and telephone system for use by the Lessee as limited by Section 11 following.

9. Lessor may, at its discretion, remove the horizontal architectural band (frieze) which runs just below the ceiling of the premises. If said frieze is removed, the Lessor will repair the damage caused by the removal process and finish the wall so as to cause it to appear in the state of proper repair.

LESSEE'S RIGHTS AND OBLIGATIONS

10. Lessee shall, at the expiration of this lease, return the demised premises to Lessor in good condition, ordinary wear and tear excepted.

11. Lessee shall be responsible for all telephone charges and internet connections and related on-going costs concerning the same.

12. Lessee shall be responsible for all normal cleaning and housekeeping of the premises including, but not limited to, carpet cleaning, dusting, waste removal, etc.

13. Lessee shall be required to follow the mandate of the Walworth County Circuit Court set forth in the Judgment of the Circuit Court dated August 21, 1992, wherein it was required that the building be used for public purposes with an emphasis on public access uses. A copy of the Judgment is attached hereto.

14. Lessee may use the outside grounds for special functions with permission of the Parks and Recreation Board.

15. Lessee shall appoint a representative who shall have managerial duties and obligations at said premises. Said manager, who will be responsible for the day-to-day operations of the Center, shall provide a phone number and address at which the Lessor can reach him or her during regular business hours and also provide an emergency number for after-hours and weekends.

16. Lessee shall not assign or sublet this lease without the written permission of the Lessor.

17. Lessee shall have the right to make improvements and repairs to the premises, but shall not make any structural repairs or do anything to impair the structural integrity of the building without written permission from the Lessor. The Lessee agrees to assist the Lessor with any public fundraising efforts that may be necessary to fund future improvements and repairs to the premises.

18. Lessee shall maintain the existing Whitewater Cultural Arts Center signage. Any changes to this signage shall be approved by the Zoning Administrator and shall be in compliance with the applicable City of Whitewater Ordinances.

19. Any new carpeting will be supplied by Lessee.

20. Lessee shall update its business plan. A copy of this business plan will be submitted by the lessee and will remain in effect unless a new plan is submitted.

21. Lessee shall be responsible for providing insurance coverage for personal property owned by or under the control of Lessee located on the premises.

OTHER PROVISIONS

22. The covenants, conditions and agreements contained in this lease shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns. Except, in the event that the Whitewater Arts Alliance, Inc., no longer has the volunteers and/or Board Personnel, to oversee the operation of the Cultural Arts Center, as determined by the Whitewater Arts Alliance, Inc., it shall provide the City of Whitewater, with no less than a 90 day notice of its intention to terminate this lease. Thereafter, the City of Whitewater, contingent upon receipt of the last two monthly rental payments from the Whitewater Arts Alliance, Inc. agrees to fully release and hold harmless, the Whitewater Arts Alliance, Inc. from any responsibility for payment of rent or liability for upkeep of the first floor of the White Building and/or any other performance under the terms of this lease.

In the event that the Whitewater Arts Alliance, Inc. must dissolve as a non-profit corporation, it will provide 90 day notice to the City of Whitewater, of its intention to dissolve as a non-profit corporation. Thereafter, the City of Whitewater, upon receipt of the Whitewater Arts Alliance's last two monthly rental payments, will fully release and hold harmless, the Whitewater Arts Alliance, Inc. and its Board from any and all further liability and/or performance under the terms of this lease.

23. If the premises or any portion thereof shall be partially or wholly destroyed or damaged by fire or other casualty to the extent of ten percent (10%) or more of the total value of the premises as a whole, then Lessor shall have the sole and exclusive option to either rebuild or replace the premises or not rebuild or replace the premises. If Lessor elects to rebuild or replace the premises, then this Lease shall remain in full force and effect, and Lessor shall commence said rebuilding or replacement immediately following the exercise of such option and shall proceed with the same with reasonable diligence to completion. If Lessor elects to rebuild or replace the premises, the rent due shall equitably abate. If Lessor elects not to rebuild or replace the premises, then this Lease shall terminate upon the exercise of such option by Lessor.

24. Lessor shall not be liable for any loss, injury, death or damage to persons or property that may be suffered or sustained by Lessee or by any person who may at any time be using or

occupying or visiting the premises, and Lessee shall indemnify Lessor against all claims, liability, loss or damage for such injuries or loss.

25. Lessee shall name Lessor as an additional insured on Lessee's general liability insurance policy and provide certificate of insurance noting same to Lessor.

WITNESS the due execution hereof the day and year first above written.

CITY OF WHITEWATER

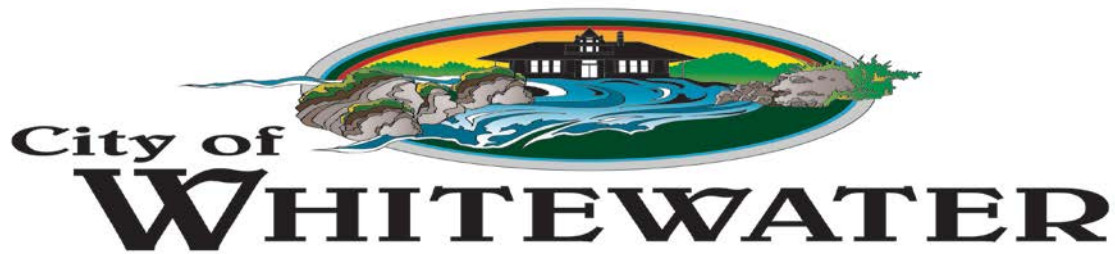
By: Kevin Brunner
Kevin Brunner, City Manager

By: Michele Smith
Michele Smith, City Clerk

**THE ARTS ALLIANCE OF
WHITEWATER, INC.**

By: Janica Teller

By: Joyce M. Teller



MEETING DATE: February 3, 2015

ITEM: Consider Purchase of Police Vehicles

PRESENTER: Chief Otterbacher

PREVIOUS ACTION: The purchase of two squad vehicles was approved as part of the 2015 Annual Budget.

ISSUE SUMMARY: Attached are squad bids from Ketterhagen Ford of Whitewater and Ewald Automotive Group of Oconomowoc. I asked for bids on both the Police Interceptor (Taurus) and the Utility Police Interceptor (Explorer) as we are budgeted to purchase one of each in 2015. The prices came out as follows:

Ketterhagen:	2015 Taurus	\$24,984.92
	2015 Explorer	\$27,098.74

Ewald:	2015 Taurus	\$24,500.00
	2015 Explorer	\$26,000.00

BUDGET IMPACT: In the 2015 city budget, it was budgeted for \$30,000 for the Taurus and \$35,000 for the Explorer. This money also included the cost of change over. So based on these numbers, both of the above bids will come in under the previously approved budget.

RECOMMENDED MOTION:

ATTACHMENT(S):

2 attachments, the bids from Ketterhagen and Ewald.

Prepared For:
Lt. Timothy Gray
Whitewater Police Dept.
312 W. Whitewater St.
Whitewater, WI 53190
Phone: (262) 473-1371
Fax: (262) 473-0559
Email: tgray@whitewater-wi.gov



Prepared By:
Chrissy Gensch
Ewald Automotive Group
36866 E. Wisconsin Ave.
Oconomowoc, WI 53066
Phone: (262) 567-5555
Fax: (262) 560-1303
Email: cgensch@ewaldauto.com

2015 Fleet/Non-Retail Ford Utility Police Interceptor AWD 4dr K8A

QUOTE WORKSHEET

QUOTE WORKSHEET - 2015 Fleet/Non-Retail K8A AWD 4dr

MSRP	\$30,405.00
Destination Charge	\$895.00
Optional Equipment	\$1,540.00
Dealer Advertising	\$0.00
PRE-TAX ADJUSTMENTS:	
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$6,340.00)
Total Pre-Tax Adjustments	(\$6,340.00)
Taxable Price	\$26,500.00
 TOTAL	 \$26,500.00

Customer Signature / Date

Dealer Signature / Date

2015 Ford AWD Utility Interceptor to the specifications as detailed. Registration fees are not included. Delivery can be anticipated approximately 90-120 days from order. Payment terms are net 10 days.

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 370.0, Data updated 1/20/2015
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Customer File:

January 28, 2015 10:16:07 AM

Page 1

Prepared For:
Lt. Timothy Gray
Whitewater Police Dept.
312 W. Whitewater St.
Whitewater, WI 53190
Phone: (262) 473-1371
Fax: (262) 473-0559
Email: tgray@whitewater-wi.gov



Prepared By:
Chrissy Gensch
Ewald Automotive Group
36866 E. Wisconsin Ave.
Oconomowoc, WI 53066
Phone: (262) 567-5555
Fax: (262) 560-1303
Email: cgensch@ewaldauto.com

2015 Fleet/Non-Retail Ford Sedan Police Interceptor 4dr Sdn AWD P2M

QUOTE WORKSHEET

QUOTE WORKSHEET - 2015 Fleet/Non-Retail P2M 4dr Sdn AWD

MSRP	\$28,800.00
Destination Charge	\$825.00
Optional Equipment	\$1,465.00
Dealer Advertising	\$0.00
PRE-TAX ADJUSTMENTS:	
STATE OF WISCONSIN MUNICIPAL DISCOUNT	(\$6,590.00)
Total Pre-Tax Adjustments	(\$6,590.00)
Taxable Price	\$24,500.00
 TOTAL	 \$24,500.00

Customer Signature / Date

Dealer Signature / Date

2015 Ford AWD Sedan Interceptor to the specifications as detailed. Registration fees are not included. Delivery can be anticipated approximately 90-120 days from order. Payment terms are net 10 days.

****Final Factory Order Date is 2/13/15. All orders must be placed before this date.**

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 368.0, Data updated 1/6/2015
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Customer File:

January 21, 2015 3:49:40 PM

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Dealer: F41117

2015 TAURUS

Page: 1 of 1

Order No: 7654 Priority: C3 Ord FIN: QI221 Order Type: 5B Price Level: 520

Ord Code: 500A Cust/Flt Name: WHITEWATER

PO Number:

RETAIL DLR INV

RETAIL DLR INV

P2M	AWD INTERCEPTOR	\$28800	\$26568.00	47J	REMAPPABLE AUD	\$150	\$135.00
G1	SHADOW BLACK			62B	TRUNK RELEASE	30	26.00
YZ	POLICE WHITE			794	PRICE CONCESSN		
R	CLOTH/VINYL				REMARKS TRAILER		
W	BLACK			942	RUNNING LIGHTS	50	46.00
500A	EQUIP GRP				SP DLR ACCT ADJ		(1214.00)
	.FLEX FUEL				SP FLT ACCT CR		(378.00)
99K	.3.7L TIVCT V6	NC	NC		FUEL CHARGE		5.44
44J	.6-SPD AUTO TRAN	NC	NC	B4A	NET INV FLT OPT	NC	7.00
13C	DARK CAR LAMP	20	18.00		PRICED DORA	NC	NC
141	VINYL WRAP #1	820	732.00		DEST AND DELIV	825	825.00
	FRT LICENSE BKT	NC	NC	TOTAL	BASE AND OPTIONS	31120	27149.44
18L	RR DR HND INOP	35	30.00	TOTAL		31120	27149.44
21L	SPOT LAMP DR	340	303.00	*THIS IS NOT AN INVOICE*			
43B	KEYED ALIKE B	50	46.00	*TOTAL PRICE EXCLUDES COMP PRICE ALLOW*			

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

F9=View Trailers

S099 - PRESS F4 TO SUBMIT

QC063762

INVOICE Cost 27,149.44
 2,501.00 Government Price Concesssion
 24,648.44
 246.48 1% MARK UP
 24,894.92

==> _____

Dealer: F41117

2015 EXPLORER 4-DOOR

Page: 1 of 1

Order No: 6765 Priority: C4 Ord FIN: QI221 Order Type: 5B Price Level: 525

Ord Code: 500A Cust/Flt Name: WHITEWATER PO Number:

		RETAIL	DLR INV		RETAIL	DLR INV
K8A	4DR AWD POLICE	\$30405	\$28656.00	794	PRICE CONCESSN	
	.112.6" WB				REMARKS TRAILER	
G1	SHADOW BLACK			91A	VINYL PACKAGE 1	840 733.00
YZ	POLICE WHITE			942	DAYTIME RUN LGH	45 39.00
9	CLTH BKTS/VNL R				FLEX FUEL	
W	BLACK INTERIOR				SP DLR ACCT ADJ	(1278.00)
500A	EQUIP GRP				SP FLT ACCT CR	(400.00)
99R	.3.7L V6 TIVCT	NC	NC		FUEL CHARGE	5.44
44C	.6-SPD AUTO TRAN	NC	NC	B4A	NET INV FLT OPT	NC 7.00
	FRT LICENSE BKT	NC	NC		PRICED DORA	NC NC
43D	COURTESY DISABL	20	17.00		DEST AND DELIV	895 895.00
51R	DRV LED SPT LMP	395	345.00	TOTAL	BASE AND OPTIONS	32840 29230.44
59B	KEY CODE B	50	45.00	TOTAL		32840 29230.44
61R	CONFIG STR WHL	155	136.00	*THIS IS NOT AN INVOICE*		
68G	RR DR/LK INOP	35	30.00	*TOTAL PRICE EXCLUDES COMP PRICE ALLOW*		

F1=Help F2=Return to Order F3/F12=Veh Ord Menu
F4=Submit F5=Add to Library F9=View Trailers

S099 - PRESS F4 TO SUBMIT QC063762

INVOICE Cost 29,230.44
2,400.00 GOVERNMENT PRICE CONCESSION

26,830.44
268.30 10% MARK UP

27,098.74